



**City of Willow Park**  
**Planning & Development Department**  
 516 Ranch House Road  
 Willow Park, Texas 76087  
 Phone: (817) 441-7108  
 willowpark.org

**PLAT APPLICATION**

**SUBMITTAL DATE:** JANUARY 12, 2023

**TYPE OF PLAT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Minor Replat  |
| <input type="checkbox"/> Final Plat                  | <input type="checkbox"/> Amended Plat  |
| <input type="checkbox"/> Replat                      | <input type="checkbox"/> Vacating Plat |

**PROPERTY INFORMATION:**

**Project Name:** BANKHEAD COMMONS  
**Legal Description:** **Lot:** LOTS 1 AND 2 **Block:** 1  
**Name of Subdivision(s):** BANKHEAD COMMONS ADDITION **Phase:** NA  
**Project Address/Location:** EAST BANKHEAD HIGHWAY @ WILLOW BEND DRIVE  
**Existing Number of Lots:** 0 **Proposed Number of Lots:** 2 **Gross Acreage:** 11.05 ACRES  
**Current Zoning:** NA **# of Street Intersections:** 0

**PURPOSE for Platting, Replatting, Amending, or Vacating:** \_\_\_\_\_

SUBDIVIDE 11.05 ACRE TRACT INTO TWO LOTS FOR FUTURE SALE AND DEVELOPMENT

**1. APPLICANT:**

**Name(s):** CHARLES F. STARK AND CYNTHIA SWIFT  
**Business Name (if applicable):** BARRON STARK ENGINEERS, LP  
**Mailing Address:** 6221 SOUTHWEST BLVD, #100 **City:** FORT WORTH **St:** TX **Zip:** 76132  
**Phone Number:** 817-296-9550 817-231-8114 **Email Address:** chucks@barronstark.com cynthias@barronstark.com

\*\*\*Signature of Applicant (Required): 

**2. PROPERTY OWNER OF RECORD:**

**Name(s):** JIM MARTIN  
**Business Name (if applicable):** WILLOW PARK SERVICES, LLC  
**Mailing Address:** 5189 E I20 SERVICE RD, #106 **City:** WILLOW PARK **St:** TX **Zip:** 76087  
**Phone Number:** 817-441-2255 **Email Address:** jim@martinlandsales.com

\*\*\*Signature of Owner of Record (Required): 

**3. SURVEYOR:**

Name(s): CHARLES F. STARK, RPLS  
Business Name (if applicable): BARRON STARK ENGINEERS, LP  
Mailing Address: 6221 SOUTHWEST BLVD, #100 City: FORT WORTH St: TX Zip: 76132  
Phone Number: 817-296-9550 Email Address: chucks@barronstark.com

**4. ENGINEER:**

Name(s): CHARLES F. STARK, PE  
Business Name (if applicable): BARRON STARK ENGINEERS, LP  
Mailing Address: 6221 SOUTHWEST BLVD, #100 City: FORT WORTH St: TX Zip: 76132  
Phone Number: 817-296-9550 Email Address: chucks@barronstark.com

**PRINCIPAL CONTACT:** Owner: \_\_\_\_\_ Applicant: \_\_\_\_\_ Surveyor: \_\_\_\_\_ Engineer: ✓

- Staff comment letters and mark-ups will be distributed only to the designated principal contact person
- Comments will be sent via email unless otherwise specified
- Contact person will be Collaborator status on MyGov (see City website for sign-up instructions)

**UTILITY PROVIDERS:** (For City informational purposes only; Contact of utilities is the responsibility of the Applicant)

Electric Provider: ONCOR  
Water Provider: PRIVATE INDIVIDUAL WATER WELLS  
Wastewater Provider: PRIVATE INDIVIDUAL OSSF SYSTEMS  
Gas Provider (if applicable): NA

**APPLICATION FEES**

(as per "Development Services Fee" schedule)

**Preliminary Plat:** \$300.00 + \$15 PER LOT \$330<sup>00</sup>

**Final, Replat, Minor, Amended, Abandoned Plat:** \$300.00 + \$25 PER LOT

**Additional fees (if applicable):** Any reasonable fees and/or costs, which are required by the City of Willow Park for a proper review of this request, are the sole responsibility of the Applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building(s)/property inspections and/or testing(s).

**Submittal Instructions:**

- Email completed and executed **Plat Application, Plat Drawing**, and any/all supporting documentation necessary per **City of Willow Park Plat Submittal Checklist** (may be found on website) to the Planning & Development Department at [permits@willowpark.org](mailto:permits@willowpark.org).
- You may pay the **Application Fee**, via check or credit card\*: 1) in person/courier or US Mail to City of Willow Park, 516 Ranch House Rd, Willow Park, TX 76087; or, 2) by phone via credit card\* at 817-441-7108 x103.  
(\*credit card convenience fees apply)