

**CITY OF HIDALGO
SUBDIVISION APPLICATION FORM**

1. Subdivision Name: _____
2. Location: _____
3. Number of lots: _____ Gross Acres: _____ Net Acres: _____
4. Existing Zoning: _____ Proposed: _____
5. Existing Land Use: _____ Proposed: _____
6. Circle One: Residential Commercial Industrial
7. Legal Description: _____

OWNER

1. Name: _____ Phone: _____
2. Address: _____
3. City: _____ State: _____ Zip: _____

SUBDIVIDER

1. Name: _____ Phone: _____
2. Address: _____
3. City: _____ State: _____ Zip: _____
4. Contact Person: _____

ENGINEER

1. Name: _____ Phone: _____
2. Address: _____
3. City: _____ State: _____ Zip: _____
4. Contact Person: _____

SURVEYOR

1. Name: _____ Phone: _____
2. Address: _____
3. City: _____ State: _____ Zip: _____
4. Contact Person: _____

City of Hidalgo Preliminary Subdivision Plat Application

Preliminary Subdivision Plat must show the following:

- _____ City Administrative Fee
- _____ Subdivision Review Fee
- _____ Metes and Bounds Description
- _____ Two copies of location map (8 ½ x 11) with name
- _____ Numbered lots with dimensions and area of irregular lots
- _____ Surrounding platted lots and/or lines for un-platted tracts
- _____ Name and address of owner, sub-divider, engineer and surveyor
- _____ Vicinity map, scale with north arrow
- _____ Name and dimensions of adjoining street right-of-ways

Note: Though the original submittal of application to process a subdivision plat does not require the drainage report and utility plans, it is advisable that they be included with original submittal to expedite the review process.

Additional information will be required during the review to properly complete the subdivision process. Any revisions would require re-submission of blue prints and 8 ½ x 11 copies of the plat affected by changes.

I certify that I am actual owner of the property described in this application. This application is being submitted with my consent (include corporation name if applicable); or I am authorized by actual owner to submit this application, attached is written evidence of such authorization.

Signature: _____ Date: _____

_____ Owner _____ Authorized Agent

Filing Date: _____

City Administrative Fee – a/c# 01-00-50-4474	\$	_____
Subdivision Review Fee – a/c# 01-00-50-4138	\$	_____
Total	\$	_____

City of Hidalgo Subdivision Review Fee Schedule

1. Single – Family Residential	(1) lot for owner’s personal home	\$200.00
2. Non-single Family Residential	(1) Commercial	\$750.00
3. All other subdivisions	Under 5 Acres	\$750.00
	5 to under 10 Acres	\$1,000.00
	10 to under 20 Acres	\$1,500.00
	20 to under 30 Acres	\$2,000.00
	30 to under 40 Acres	\$2,500.00
	40 Acres and over	\$50.00/Acre
4. Application Fee		\$200.00

NOTE: All Acreage is gross

Park Fees

Park Fee	Per Lot	500.00
<ul style="list-style-type: none"> • All Non-Single Family Residential Development must convert into single lots at a minimum of 6000 square feet per lot. 		

Impact Fees

1. Water	Per Lot	\$1,200.00
2. Waste Water	Per Lot	\$700.00
<ul style="list-style-type: none"> • All Non-Single Family Residential Development must convert into single lots at a minimum of 6000 square feet per lot. 		

CITY OF HIDALGO
Checklist and Requirements
Release for Recording

(SUBDIVISION NAME)

SUBDIVIDER

- _____ 1. Subdivision plat has received final approval. _____
- _____ 2. Original Plat and three (3) copies of final plat.
- _____ 3. Hidalgo County Drainage District # 1 fees submitted by sub divider.
- _____ 4. Hidalgo County-recording fees submitted by sub divider.
- _____ 5. Sub divider has paid 3 % City Inspection fees.
- _____ 6. Public improvements specifications and cost estimate.
- _____ 7. Park fees have been paid by sub-divider (\$600.00 per lot).
- _____ 8. Water Impact fees (\$700.00 per lot) _____ X \$700.00 = _____
- _____ 9. Sanitary Sewer Impact fees (\$1,100.00) _____ X 1,100.00 = _____
- _____ 10. Payment for traffic control sign cost has been submitted by sub-divider.
- _____ 11. Current tax certificates
_____ City _____ County _____ School District
- _____ 12. Three set of as built of the engineer's construction plans & specifications.
____ Water ____ Sanitary Sewer ____ Drainage ____ Paving
- _____ 13. Approved Street lighting plan by the City of Hidalgo
- _____ 14. All testing results have been submitted to the City of Hidalgo by an approved testing Lab.
- _____ 15. Guarantee of installation of all public improvements prior to final plat recorded by:
_____ Construction _____ accepted
- _____ 16. All of site easements have been acquired and recorded with the Hidalgo County Clerk and Original returned to the City Manager.

_____ 17. All required sub divider's fees and expenses paid.

_____ 18. All Subdivision regulation requirements met.

_____ 19. Approved by all City Departments:

Public Works _____

Date

Fire Department _____

Date

Police Department _____

Date

Planning Department _____

Date

City Engineering _____

Date