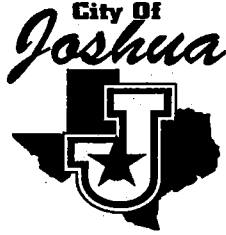


Mayor
Merle Breitenstein
City Manager
Paulette Hartman



City Council
Noelyn "Butch" Isom
Glen Walden
Jesse Davis
A. J. Mathieu
Jerry Moore
Bob Neely

Dear Applicant:

When planning a new project, the applicant needs clear understanding of the regulatory environment, including existing and planned regulations.

One cannot overemphasize the importance of knowing the development process, the standards of review, the tools available, and the constitutional limitations imposed on cities. An understanding of the city's development process is critical for any applicant in order to assure the process is undertaken in accordance with the appropriate law.

If applicants and local governments can better understand the needs, expectations and limitations, they can best support high quality development beneficial to all:

Need for direct and clear communications – this is always an important issue and city staff strives for clear, direct communication with applicants.

Need for continous feedback – problems can always be fixed cheaper and faster is caught earlier.

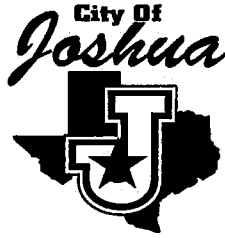
Thank you for your interest in developing the City of Joshua and hopefully the attached Development Code Manual will make your land use process go smoothly.

Sincerely,

A handwritten signature in black ink that reads "Mary Beth Thomas". The signature is written in a cursive, flowing style.

Mary Beth Thomas
City Secretary

Mayor
Merle Breitenstein
City Manager
Paulette Hartman



City Council
Noelyn "Butch" Isom
Glen Walden
Jesse Davis
A. J. Mathieu
Jerry Moore
Bob Neely

Dear City of Joshua Applicant:

This will serve as notice of the procedures for Land Use Projects:

1. Your case will go through the review of consultants, which consist of – City Planner, City Engineer and City Attorney (whichever is applicable).
2. After the appropriate consultant(s) have reviewed your case they will in turn submit an invoice to the City for their time spent on your case.
3. Once the invoice is submitted to the City, the City will in turn invoice you, the applicant, the amount of those fees.
4. Once all amounts due are paid to the City, your plat/re-plat will be recorded at the County Clerk's Office and/or any applicable building permits will be issued.

If you have any questions or need further information please call me at the number listed below.

Sincerely,

A handwritten signature in cursive script that reads "Mary Beth Thomas".

Mary Beth Thomas
City Secretary

APPENDIX "A"
DEVELOPMENT FEES

TYPE OF FEE	FEE
Plan Review	Cost of Professional Fees
Preliminary Plat	\$400.00 + \$5.00 @ Lot + Cost of Professional Fees
Final Plat	\$500.00 + \$5.00 @ Lot + Cost of Professional Fees
Plat Revision/Re-Plat	\$450.00 + \$5.00 @ Lot + Cost of Professional Fees
Amended Plat	\$150.00 + Cost of Professional Fees
Minor Plat	\$150.00 + Cost of Professional Fees
Concept Plan	\$150.00 + Cost of Professional Fees
Vacating Plat	\$75.00 + Cost of Professional Fees
Zoning Change Request	\$400.00 + Cost of Professional Fees
Zoning Variance Request	\$250.00 + Cost of Professional Fees
Zoning Board of Appeal	\$150.00
Conditional Use Permit	\$300.00 + Cost of Professional Fees
Appeal to City Council	\$50.00
Development Plat	\$500.00 + \$5.00 @ lot + Cost of Professional Fees
Annexation	\$400.00 + Cost of Professional Fees
Development Agreement	\$150.00 + Cost of Professional Fees
Development Plan	\$150.00 + Cost of Professional Fees
Site Plan	\$150.00 + Cost of Professional Fees
Tree Removal/Replacement	\$50.00
Wind Turbines	\$300.00 + Cost of Professional Fees
Antennas/Cell Towers	\$300.00 + Cost of Professional Fees



CITY OF JOSHUA
APPLICATION FOR PLANNING AND DEVELOPMENT
 817-558-7447 / Fax 817-641-7526

(Please Print)

Date of Application:			
Property Location:			
Subdivision:	Block:	Lot:	
Current Zoning/Use:	Requested Zoning/Use:		
Utility Service Provider:	Electric:	Gas:	Water:

(Please check the appropriate box below. A metes and bounds description must be attached if the request is for a portion of a platted lot or the property is not platted.)

<input type="checkbox"/> Zoning Change	<input type="checkbox"/> Re-Plat	<input type="checkbox"/> Concept Plan	<input type="checkbox"/> Conditional Use Permit
<input type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Amended Plat	<input type="checkbox"/> Development Plat	<input type="checkbox"/> Variance
<input type="checkbox"/> Final Plat	<input type="checkbox"/> Minor Plat	<input type="checkbox"/> Vacating Plat	<input type="checkbox"/> Other

PROPERTY OWNER INFORMATION

Name:		Cell Phone:	
Address:		Work Phone:	
City/State/Zip:		Phone:	
Fax Number:		Email:	
Contact Name:		Owner Signature:	

APPLICANT/DEVELOPER INFORMATION

Name:		Cell Phone:	
Address:		Work Phone:	
City/State/Zip:		Phone:	
Fax Number:		Email:	
Contact Name:		Applicant Signature:	

ENGINEER INFORMATION

Name:		Cell Phone:	
Address:		Work Phone:	
City/State/Zip:		Phone:	
Fax Number:		Email:	
Contact Name:		Engineer Signature:	

SURVEYOR INFORMATION

Name:		Cell Phone:	
Address:		Work Phone:	
City/State/Zip:		Phone:	
Number:		Email:	
Contact Name:		Surveyor Signature:	

APPENDIX "H"
AMENDING PLAT SUBMITTAL CHECKLIST

	Five (5) copies and one (1) mylar shall be filed in the office of the Administrative Official. The mylar plat shall be submitted on a scale of one hundred (100) feet to one inch. A copy will be submitted electronically to the Administrative Official to be printed on 8 ½' x 11" inch paper.
	Original tax receipts on all properties being platted.
	<p>Approved:</p> <p>_____</p> <p>City Manager _____ Date</p> <p>Attest:</p> <p>_____</p> <p>City Secretary _____ Date</p>
	Signature block for the owner to sign.
	<p>State of Texas County of Johnson <i>Before me, the undersigned authority, on this day personally appeared _____ , known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and consideration therein stated.</i></p> <p><i>Given upon my hand and seal of office this ____ day of _____, 2_____</i></p> <p>_____</p> <p>Notary Public in and for the State of Texas My Commission Expires: _____</p>
	<p>There shall also be a signature block for Johnson County for recording of the final plat: "Plat Recorded In: Volume _____ Page _____ Slide _____ Date _____</p> <p>_____</p> <p>County Clerk, Johnson County, Texas</p> <p>_____</p> <p>Deputy"</p>

Flow Chart - Amending Plat Process

Application, fees and supporting documents are submitted to the Planning Department



Application is distributed to City Staff for review



If changes are needed: revise and re-submit



If complies with all regulations: the Minor Plat along with Original Tax Certificates are recorded at the Johnson County Clerk's

