



# City of Burnet Site Development Plan Application

City of Burnet · Development Services Department · (512) 715-3206  
1001 Buchanan Drive · Suite 4 · Burnet, Texas · 78611

**Name of Applicant:** \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

**Name(s) of Property Owner(s):** \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

**Address of Property:** \_\_\_\_\_

Legal Description: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Number of Lots: \_\_\_\_\_

Present Zoning: \_\_\_\_\_ Present Use: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Printed Name: \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Printed Name: \_\_\_\_\_

Intake Date: ____ / ____ / ____	Received by: _____
Amount Paid: \$ _____	Cash/Check \$: _____ Receipt #: _____
MPN #: _____	



## City of Burnet Site Development Plan Application – Check List

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*Site Development requirements are outlined in City of Burnet Code of Ordinances, Chapter 118, Article III – Site Development Plan Requirements and Special Provisions.*

*The following items are required for all zoning change application submittals:*

### Completed Site Development Plan Application

- Application must be signed by the property owner, or in the case of a corporation or partnership, documentation must be provided authorizing a single party to sign on behalf of the corporation or partnership

### Application Fee - \$400 + Engineer Review Fees

- Cash, check, or credit card; checks payable to the City of Burnet
- Additional engineering review fees will be assessed following review by the City Engineer

### Construction Plans, including the following sheets:

- Cover Sheet
- Existing Conditions Plan
- Erosion and Sedimentation Control Plan
- Site Plan
- Grading and Drainage Plan
- Drainage Area Map
- Utility Plan
- Landscape Plan
- Construction Details

*Digital (.pdf) files of all sheets (formatted to 24" x 36") must be submitted as a single file through the [www.MyGovernmentOnline.org](http://www.MyGovernmentOnline.org) customer portal under the Planning & Zoning Module.*