



**HOOD COUNTY  
DEVELOPMENT**  
1402 W. Pearl Street, Suite 2  
Granbury, Texas 76048  
817-579-3304



## **HOOD COUNTY SITE DEVELOPMENT PLAN**

### ***APPLICATION, FEES & REGULATIONS***

***Note:***

In addition to items listed in the attached, please include 7 copies and a PDF copy of plans and surveys for review by Staff.

**DEVELOPMENT APPLICATION  
HOOD COUNTY, TEXAS**

**Item(s) Submitted:**    Concept Plan \_\_\_\_ Infrastructure Development Plan \_\_\_\_  
Site Development Plan \_\_\_\_ Variance Request \_\_\_\_

**Project Name (used on Concept Plan):** \_\_\_\_\_

**Physical Location of Property:** \_\_\_\_\_

**Current Legal Description of Property:** \_\_\_\_\_  
(Abstract/Survey No. Or Previous Platted Name)

**Is project located within Municipal E.T.J?**    Yes\_\_\_\_ No\_\_\_\_

**Acreage (to nearest tenth of an acre):** \_\_\_\_\_ **Number of Lots:** \_\_\_\_\_

**Date of Concept Plan Approval (by Commissioners Court):** \_\_\_\_\_

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**Applicant/Owner's Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ - \_\_\_\_\_

**Telephone No.:(\_\_\_\_\_) \_\_\_\_\_ Email:** \_\_\_\_\_

**Engineer/Surveyor's Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ - \_\_\_\_\_

**Telephone No.:(\_\_\_\_\_) \_\_\_\_\_ Email:** \_\_\_\_\_

**\*Note:**

The submission of plans/drawings with this application makes such items public record, and the applicant understands that they may be viewed by the general public. Unless the Applicant expressly states otherwise in writing, submission of this application (with associated plans/drawings) will be considered consent by the applicant that the general public may reproduce (i.e., copy) such documents.

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(For County Use Only)

**Application Received By:** \_\_\_\_\_ **Date Received:** \_\_\_\_\_

**Fees Paid (amount): \$ \_\_\_\_\_ Check # \_\_\_\_\_ County Receipt # \_\_\_\_\_**

**Scheduled for Commissioners Court Meeting on (date):** \_\_\_\_\_

*For the Hood County Subdivision and Development Regulations; visit [www.co.hood.tx.us](http://www.co.hood.tx.us) and click on Development/Compliance.*

# HOOD COUNTY DEVELOPMENT PERMIT FEES

*Please make check payable to Hood County.*

## **PLAT FEES (No Floodplain):**

<b>Preliminary Plat of 1-4 Lots:</b>	<b>\$300.00 + \$10.00 per lot</b>
<b>Preliminary Plat of 5-19 Lots:</b>	<b>\$400.00 + \$10.00 per lot</b>
<b>Preliminary Plat of 20+ Lots:</b>	<b>\$800.00 + \$10.00 per lot</b>

**Preliminary Plat (With Floodplain):** **\$600.00 + \$100.00 per lot**

**Final Plat (With Approved Preliminary Plat):** **\$200.00**

**Final Plat (When a Preliminary is not required):** **\$300.00 + \$10.00 per lot**

**Revision of Plat (Re-Plat):** **\$300.00 + \$25.00 per lot**

**Cancellation of Plat:** **\$300.00 + \$25.00 per lot**

**Variance Request:** **\$200.00**

**On-Site Permit:** **\$200.00**

**Concept Plan:** **\$300.00**

**Site Development Plan:** **\$300.00**

**Infrastructure Development Plan:** **\$300.00**

**In-Ground Swimming Pool:** **\$200.00**  
**(Permit obtained from Environmental Health Department)**

***Note:*** If a “Takings Impact Assessment” (TIA) is required or requested, then an additional \$200.00 TIA Fee shall be required and paid at the time of the plat application.

#### Section 4.4 Site Development Plan

- A. Applicability. A site development plan shall be required where no subdivision plat or infrastructure development plan is required prior to the development of the proposed project, and may include without limitation development of a recreational vehicle park, a multi-family use, or a commercial use, where multiple commercial uses are leased on an undivided tract of land. A site development plan expressly shall be required for a change in the existing use of developed land, if the change in use does not require re-platting and no site permit has been obtained for the property, or if the change in use is inconsistent with a prior approved site development plan.
- B. Purpose. The purpose of a site development plan is to assure that the proposed development meets the standards for population density and adequate public facilities for the district in which the project is to be located, and to formulate appropriate conditions for assuring that further development of the land is consistent with the County's Strategic Plan.
- C. Application. The property owner or designated representative may initiate site development plan review by filing a complete application with the Director of Development. The proposed site development plan shall include all land in unified ownership of which the land to be developed is a part. The application must be accompanied by a site plan, including location map and north arrow, prepared as a drawing on a sheet size 22" x 34" at a scale of not less than 1" = 100' and showing topography at intervals of five feet or less. The following items shall be shown on the plan:
1. Name and address of landowner, developer or agent and date of preparation of the plan;
  2. Name and address of architect, landscape architect, planner, engineer, surveyor, or other persons involved in the preparation of the plan;
  3. The application fee;
  4. Project name;
  5. A tax certificate showing that all taxes currently due with respect to the subject property and/or the original tract have been paid;
  6. A boundary survey certified by a licensed surveyor of the following:
    - a. the existing locations and dimensions of utility easements;

- b. the existing locations and dimensions of dedicated rights-of-way, including easements; and
  - c. the location of district boundaries in relation to the development;
7. A drawing certified by a Civil Engineer including:
- a. the proposed boundaries of the development;
  - b. the proposed location and dimensions of leased spaces;
  - c. the proposed and existing locations and dimensions of utility easements;
  - d. the existing and proposed locations and dimensions of dedicated rights-of-way, including easements;
  - e. the proposed location and dimensions of on-site streets or roadways;
  - f. the proposed location of recreation and open space areas;
  - g. the location of district boundaries in relation to the development;
  - h. the proposed location of each residential and non-residential structure; and
  - i. any other significant features of the development.
8. For multi-family uses, a computation of the residential density proposed.
9. Proposed measures to buffer the project from adjacent land uses;
10. Proposed transportation facilities serving the site, together with a traffic impact analysis where required by these Regulations:
11. The proposed method, connection, provider and location of:
- a. the proposed water system;
  - b. the proposed wastewater system;

- c. the proposed method of drainage.
12. All required engineering and/or construction drawings/plans, which have been signed, dated and sealed by an engineer.
13. Proposed erosion and sedimentation control measures.
14. All other documents, studies and reports required pursuant to these Regulations.
15. If the project is to be developed in phases, demarcation of the phases of development with an approximate time schedule for completion of improvements for each phase.
16. 911 Addressing: Each inhabitable structure must obtain one permanent 911 address from the Hood County 911 Addressing Coordinator prior to final approval from the Hood County Commissioners' Court. Addresses must be a minimum of four inches (4") high in a reflective, contrasting color. The posted address must be visible from the street or public easement.

The site development plan must include all structures. After final approval by the Hood County Commissioners' Court, a weatherproof, detailed site map must be posted on the exterior of the main office building, by the front entrance, so as to be visible by emergency personnel.

#### D. Approval Procedure

1. Report of Director. Upon receipt of a complete application for approval of a site development plan, the Director of Development shall conduct a technical review of the application and shall make a recommendation to the Commissioners' Court as to whether the application is in compliance with these Regulations. In the event that the Commissioners' Court has delegated authority to make a recommendation concerning the site development plan to the Development Commission, or if the applicant has requested a special exception, the Director shall first present his report to the Commission concerning the application or special exception.
2. Development Commission Recommendation. In the event that the Commissioners' Court has delegated authority to make a recommendation concerning the site development plan to the Development Commission, or the applicant has requested a special exception, the Commission shall review the application or request for

special exception at a public meeting and forward its recommendation to the Commissioners' Court concerning the same.

3. Hearing and Notice. The Commissioners' Court shall conduct a public hearing concerning the site development plan and shall cause to be published notice of such hearing setting forth the date, time, place and purpose of such hearing, the name of the applicant, and identification of the subject property once in a newspaper of general circulation within the County, at least fifteen (15) days before the date set for the hearing. Notice of the hearing shall be posted on the property to be developed in accordance with County rules.
4. Decision by the Court. The Commissioners' Court shall determine whether to approve, approve with conditions, or disapprove the site development plan application based on the criteria contained in Subsection F. The Court also shall finally decide whether any special exception to the site development plan requirements should be granted. If the Court imposes conditions on approval of the plan, then the approval shall be considered preliminary. Conditions must be satisfied prior to final approval by the Court.

E. Approval Criteria. The Commissioner's Court shall determine whether the site development plan should be approved, approved with conditions or denied based upon the following standards:

1. The site development plan is consistent with the Hood County Strategic Plan and, for land with the extraterritorial jurisdiction of any municipality in the County, with any applicable comprehensive plan of such municipality.
2. The site development plan conforms with the land use district regulations and standards set forth in Article V.
3. Development subject to the site development plan, is supported by adequate levels of public facilities and services that are to be provided to each phase of the development in a timely manner under standards set forth in Article VI of these development permit regulations.
4. Development subject to the site development plan will not adversely affect the physical environment and, in particular, the water quality of the County's water resources.
5. Development subject to the site development plan will not adversely affect adjacent land uses.

6. Development subject to the site development plan will not create a public safety hazard.

F. Effect and Satisfaction of Conditions. Approval or conditional approval of a site development plan shall authorize the applicant to prepare an application for a site permit, where required, or an application for on-site sewage facility permits, as may be necessary. Conditions attached to the site development plan relating to standards applicable to site permits or on-site sewage facility permits must be satisfied simultaneous with or prior to approval of such applications.

G. Expiration of Site Development Plan and Extension. The site development plan shall expire within two (2) years from the date of approval, unless substantial development of the site has commenced by such date. For the purpose of these regulations, substantial is considered a minimum of 50% of the site is developed. The Director of Development or the Development Commission may extend the expiration date for a period not to exceed two (2) years for good cause shown.