



NON-STANDARD PLAT/VARIANCE APPLICATION CHECKLIST

The following checklist is for the use of the applicant in ascertaining initial compliance with the Non-Standard Plat/Variance Procedures of the Atascosa County Subdivision and Development Rules and Regulations and assisting the Atascosa County Rural Development Office in processing an application under the Rules. This completed list should be presented to the Atascosa County Rural Development Office with each Application for Non-Standard Plat/Variance consideration.

The following documents shall be submitted as part of the application.

******Incomplete applications WILL NOT be accepted.******

- ☐ Non-Standard Plat/Variance Application – must be filled out in its entirety.
- ☐ A complete copy of deed indicating applicant's ownership of the property.
- ☐ A survey plat indicating the parent tract and the tract being created by the proposed Non-Standard Plat/Variance.
- ☐ Letter from the appropriate electric utility supplier.
Name of Company:_____
- ☐ Letter from the appropriate water utility supplier.
Name of Company:_____
- ☐ If the tract being created by the proposed Non-Standard Plat/Variance has frontage on a state-maintained road, a statement from TxDOT indicating availability of access to property.
- ☐ If the property is within a subdivision, a copy of the Subdivision Covenants, Conditions and Restrictions.
- ☐ If the property is within a subdivision, but Subdivision Covenants, Conditions and Restrictions do not exist, a signed and dated statement from the applicant stating that they do not exist.
- ☐ If the property is within a subdivision, a statement from the Home Owners Association indicating the division of the tract is not in violation of the Subdivision Covenants and Restrictions.
- ☐ If the property is within a subdivision, but a Home Owners Association (HOA) does not exist, a signed and dated statement from the applicant stating that an HOA does not exist.



NON-STANDARD PLAT/VARIANCE APPLICATION

Non-Standard Plat/Variance approval is to be obtained by the owner of the property to be subdivided prior to selling. Therefore, the applicant is the owner of the property to be subdivided.

Date Received: _____ Commissioner Precinct #: _____

Check #: _____

1. Name of Owner: _____

2. Address of Property to be subdivided: _____

3. Mailing Address of Owner: _____

4. Phone Number of Owner: _____

5. Name of Alternate Contact Person: _____

6. Address of Alternate Contact Person: _____

7. Phone Number of Alternate Contact Person: _____

8. Relief Requested (Reference the specific Section/Paragraph of the current Atascosa County Subdivision and Development Rules and Regulations):

9. Reason for Requesting Relief

- a. What special circumstances or conditions affect the land involved such that the strict interpretation of the provisions of these regulations would deprive you of the reasonable use of this land.



b. Why is relief necessary for the preservation and enjoyment of a substantial property right of yours?

c. Will the granting of relief not be detrimental to the public's health, safety, and welfare? Please explain.

d. Will the granting of relief not have the effect of preventing the orderly subdivisions of other land in the area? Please explain.

Applicant Signature: _____ Date: _____