

Minor Plat Process

Step by Step



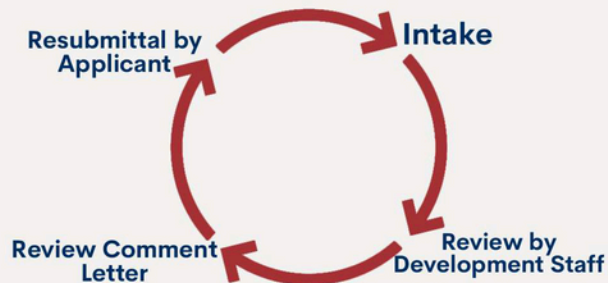
MINOR PLAT CERTIFICATION

City Departments will begin the review process to ensure the plat meets all Code and applicable City Standards. Once the plat goes through the resubmittal and review process and meets all standards, certifications are received.

1st Submittal - 90 day review

Resubmittal - 30 day review

Process After Submittal



MINOR PLAT APPLICATION

Once Staff determines that the application is complete, the fee is assessed. City Departments will review the minor plat to ensure it meets all Code requirements and applicable City Standards.

1st Submittal - 45 day review

Resubmittal - 30 day review

Remit payment for fees



PLANNING & ZONING COMMISSION

The City Administrator or his/her designee may forward a plat to the Planning and Zoning Commission for discretionary approval. The application must be deemed complete, paid, and submitted on the resubmittal date to be scheduled for the P&Z hearing.



ADMINISTRATIVE APPROVAL

If the plat does not include waiver requests, it can be administratively approved by the City Administrator or his/her designees.

Note: Council currently serves as P&Z so there is only one public hearing and consideration/possible action meeting



CITY OF CALDWELL

114 S. Echols St.
Caldwell, TX 77836

*ALL APPLICATION REQUIREMENTS ARE LISTED IN THE DEVELOPMENT MANUAL.

**ADDITIONAL DOCUMENTS AND PROCESSES MAY BE REQUIRED.

***ALL APPLICATIONS ARE SUBMITTED ONLINE VIA THE APPLICATION PORTAL.