



Engineering Division
 550 Landa Street
 New Braunfels, Texas 78130
 (830) 221-4020

Date Received:	
Received By:	
Application No:	

APPLICATION FOR ROADWAY IMPACT FEE OFFSETS

Complete this application to file a petition for offsets and credits (“offsets”) against roadway impact fees as specified in City of New Braunfels Code of Ordinances Section 100-14 and in the *New Braunfels Policies and Procedures for Obtaining and Applying Offsets and Credits Against Roadway Impact Fees*.

For multi-phase subdivisions, the applicant may apply for offsets at the time of application for the final plat for the first phase of the approved master plan for which the applicant contributes eligible capital improvements.

General Information

Date:			
Owner			
Name:			
Address:			
Phone:		Email:	
Applicant			
Name:			
Address:			
Phone:		Email:	

Eligible Capital Projects

Provide the project(s) identified in the *Roadway Impact Fee Study* and Roadway Impact Fee Capital Improvement Program (CIP) associated with the request.

Service Area	Project Number	Roadway

Proposed Capital Improvements

Provide a description of the improvements to be constructed for the project listed above. Include a copy and Adobe PDF file clearly showing proposed improvements, project limits and street plan with right-of-way and pavement widths of all streets and sidewalks.

Final Plat with Capital Improvements

Provide the final plat with proposed capital improvements to be constructed.

Final Plat	Status ¹	Date

¹Approved, Recorded, Application Submitted

Subdivision Master Plan and Plats

Provide the master plan and/or plats associated with the petition including status and date. Include a copy and Adobe PDF file of each.

Master Plan/Plat	Status ¹	Date

¹Approved, Recorded, Application Submitted

Traffic Impact Analysis

Provide an approved traffic impact analysis (TIA) pertaining to this project, including analysis demonstrating the capacity of the proposed improvements that are beyond the benefit of the development. The capacity analysis can be included as a supplement to the TIA and should be prepared by a qualified and experienced transportation professional. Include a copy and Adobe PDF file.

Project Details

Construction Plans			
Project Name:			
Permit No:			
Approval Date:			
Engineering Firm:			
Engineer:			
Address:			
Phone:		Email:	
Construction Estimate			
Construction Estimate:			
Preparation Date:			
Engineering Firm:			
Engineer:			
Address:			
Phone:		Email:	
Value of Right-of-way Dedication			
Appraisal District:		Year:	
Land Market Value/Acre:			
Right-of-way Acres:			
Right-of-way Value:			
Preparation Date:			
Preparer's Name:			
Address:			
Phone:		Email:	

Required Items to Process Request

All items must be included for review. Required Adobe PDF files shall be submitted on a USB drive. The City Engineer will provide the applicant, in writing, a decision on eligible offsets and maximum value of offsets which may be applied against impact fees due with the final plat in an offset agreement.

Applicant	Office	Item
<input type="checkbox"/>	<input type="checkbox"/>	Completed and signed application
<input type="checkbox"/>	<input type="checkbox"/>	Proposed capital improvements (1 copy, 1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Final plat with capital improvements (1 copy, 1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Subdivision master plan (1 copy, 1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Associated subdivision plat(s) (1 copy, 1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Traffic Impact Analysis, including capacity analysis (1 copy, 1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Approved construction plans (1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Approved construction estimate (1 copy, 1 Adobe PDF file)
<input type="checkbox"/>	<input type="checkbox"/>	Value of right-of-way dedication (1 copy, 1 Adobe PDF file) <ul style="list-style-type: none"> • Appraisal district information • Land market and right-of-way calculations • Right-of-way exhibit

Owner and Applicant Confirmation

I hereby confirm that this application is complete and all required information is included.

Owner's Signature	Owner's Name (printed)	Date
--------------------------	-------------------------------	-------------

Applicant's Signature	Applicant's Name (printed)	Date
------------------------------	-----------------------------------	-------------