

Application prints on legal size page

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| <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Amended Plat* |
| <input type="checkbox"/> Final Plat* | <input type="checkbox"/> Replat* |
| <input type="checkbox"/> Minor Plat* | <input type="checkbox"/> Vacate Plat |

Property Information

Subdivision Name		Address / Location	
Lot(s):	Block(s):		
# of Acres:	# of Lots:	# of Units:	

Applicant Information

Name:		Company:	
Mailing Address:	City:	State:	Zip:
Phone:	Email:		

Owner Information

Name:		Company:	
Mailing Address:	City:	State:	Zip:
Phone:	Email:		

Owner's Signature

Date

Applicant Signature

Date

Applicant check (✓)	City Check (✓)	Checklist of items required on PLAT to be filed*:
		1. Title or name of plat, meridian north point, scale of map and vicinity map.
		2. Definite legal description and identification of the tract being subdivided.
		3. All block, lot and street boundary lines referenced to Texas State Plane Coordinate System.
		4. Building Lines and easements.
		5. Actual width of all streets, measured at right angles or radially, where curved, shown on map
		6. All necessary dimensions accurately displayed
		7. Names of all streets and adjoining subdivisions shown on map
		8. Flood zones and boundaries, if applicable, shown on map. Elevations for full subdivisions.
		9. Addresses clearly displayed
		10. Certificate of ownership signed, stamped and notarized
		11. Certificates of approval from City and County shown on map
		12. All legal restrictions and regulations placed on the approval of plat shown clearly on map
		Checklist of items required on Preliminary Plat map:
		1. Title or name of plat, meridian north point, vicinity map and name and signature of owner.
		2. Written evidence of ownership.
		3. Scale of map shown on map, map to be drawn on a scale of one hundred (100) feet to inch or larger.
		4. Location of existing blocks, lots, alleys, easements, building lines, natural features and buildings.
		5. Existing and proposed streets with street names.
		6. Plan of subdivision with blocks, lots, alleys, easements, building lines, parks, dimensions and addresses.
		7. Location of existing and proposed sewers, water, gas mains, as well as storm and drainage easements.
		8. Topography if the surface is markedly uneven.
		9. Boundaries and elevations of all areas located in the flood hazard and flood zones for all areas.
		10. Location of all existing pipeline easements with size, type of product and pressure.
		11. Name of registered surveyor/engineer responsible for preparing the plat.
		12. List of all restrictive covenants, conditions, and limitations to govern property being subdivided.

Initial

Initial

*Plats (original signed document) to be filed must be accompanied by filing fees (City & County), tax certificates, digital files (CAD, .pdf and shapefile), and 2 copies of the plat.

Signature of responsible Engineer/Surveyor

Date

Planning Application Acceptance:

Signature

Date