



Plat Submittal Checklist

	Pre-development Meeting was held
	Letter of Intent
	Completed Application Form
	Application Fee (\$1,000 retainer fee)
	Tax Certificates and Proof of No Outstanding City Fees, Debts, Obligations of Assessments
	Engineer's Summary Report
	Deed of Property
	Approved Driveway Spacing (county or TxDOT requirements)
	Utility Services Providers: _____ Electric _____ Gas _____ Water _____ Wastewater _____ Solid Waste
	If located in ETJ, OSSF plat approval documents from county
	Nine (9) sets of the drawings (24" x 36") to scale
	One (1) pdf of the drawings
	One (1) set of Civil Plans (24" x 36") to scale, if applicable
	One (1) pdf of Civil Plans, if applicable