



## City of Sulphur Springs Plat Review Checklist

Name of Proposed Subdivision: \_\_\_\_\_

Subdivider: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date of Submittal: \_\_\_\_\_ Dev Rev mtg \_\_\_\_\_

Certified TAX CERTIFICATES(City, School, County) \_\_\_\_\_

CERTIFICATE OF CITY MANAGER \_\_\_\_\_

(City Attorney and Dir. of Comm. Dev. Certificate- minor plats) \_\_\_\_\_

CERTIFICATE OF CITY COUNCIL & P&Z(unless minor) \_\_\_\_\_

CERTIFICATE OF COMMISSIONER’S COURT (If Appl.) \_\_\_\_\_

Compliance with Development Ordinance:(Refer to Development Ordinance)

|  | Applicant | City Staff | Comments |
|--|-----------|------------|----------|
| 2 Points on survey referencing the NAD 83, Texas State Plane North Central Zone in grid coordinates, & ft.   |           |            |          |
| Boundary Survey (with electronic file for conversion to Autocad 2000 format)( 2 mylars 18”x24”)  |           |            |          |
| <b>Locations and Dimensions</b> of Existing and Proposed Rights of Ways, Easements, Lot Lines, and Drainage  |           |            |          |
| Streets and <b>proposed</b> utilities with sizes and connections to existing streets and utilities, <b>Sidewalk note.</b>  |           |            |          |
| Proposed Land Use, Street Plan   |           |            |          |
| <b>Lot and Block</b> Numbers   |           |            |          |
| <b>Lot Disposition</b> of Runoff and <b>offsite easements</b>  |           |            |          |
| Reserved and <b>Dedicated</b> Site Purpose   |           |            |          |
| Front <b>Building Setback</b> Line*, sidewalk/util easement/ deed restriction, (*if less than or more than 25’)  |           |            |          |
| <b>Firm/FHBM</b> Information   |           |            |          |
| Reference to <b>Adjacent Plats</b> and Platted Land by Name  |           |            |          |
| <b>Surveyor’s</b> or Engineer’s Certificate and Seal with name, address, telephone   |           |            |          |
| <b>Existing physical features</b> in or adjoining the project including streets, structures, utilities, drainage, etc.   |           |            |          |
| <b>Title</b> , Graphic Scale, North Arrow  |           |            |          |
| Positive Identification of Plat, Location <b>Sketch</b> , Date   |           |            |          |
| Location of <b>City Limits</b> and E.T.J. (if Appl.)   |           |            |          |
| <b>Owner’s Certificate</b> and <b>Deed of Dedication</b> for Proposed Streets and Utilities  |           |            |          |
| <b>Minor Plat Requirements met:</b> No CF, ROW ded., lot drn to drn way, standard street, util. adeq., FH, 4 or less lots, and Part of a previously filed subdivision. |           |            |          |
| <b>Engineering Plans</b> for required Public Improvements (per Item 16, Sect 9 of the Subdivision Ordinance)   |           |            |          |
| Highway Dept. driveway <b>permits</b>  |           |            |          |