

Requirements for Preliminary Plat

- Preliminary Plat fee
- Preliminary Plat including:

The Preliminary Plat shall show, or be accompanied by the following information:

- (1) Preliminary Plats shall be prepared by a Registered Professional Land Surveyor or showing:
 - A) the subdivision boundary as determined by a boundary survey;
 - B) the street and lot layout, proposed street cross-section, and the proposed use of the property;
 - C) proposed and existing easements, sewers, water lines, gas mains, water courses, ravines, bridges, culverts, existing structures, drainage areas in acreage, and other features pertinent to subdivision;
 - D) proposed and dedicated right-of-way;
 - E) the proposed legal description of the subdivision;
 - F) the proposed name of the subdivision;
 - G) the date of the plat;
 - H) the scale to which the plat was drawn, (1"=100' typical);
 - I) computed total acreage;
 - J) a north arrow;
 - K) the name and address of the owner of the property [preliminary plat can be signed by surveyor only, or owners can join surveyor in signing];
 - L) the words shown on the plat "PRELIMINARY PLAT FOR REVIEW PURPOSES ONLY";
 - M) the source of water service to the subdivision. For a subdivision to be served by a private water supplier, the Texas Commission on Environmental Quality (TCEQ) water certification of convenience and necessity file number.
 - N) the electric service company or cooperative that serves the area.
 - O) utility layout plan. The developer shall submit at least three (3) copies of a plat of the development showing the proposed location of all utilities and their relation to all other utilities.
 - P) an additional 10 ft. wide utility easement to be located in the front of all lots along public right-of-way or in a paved alley.

- Q) the location of the approximate 100-year flood plain boundary.
- R) preliminary drainage plan.
- S) preliminary drainage area map with drainage calculations.
- T) Tax certificate.
- U) Preliminary Construction Plans for infrastructure (if applicable).

2) A topographical map of the entire subdivision, and of a one hundred (100) foot wide strip surrounding the subdivision, showing contours at two (2) foot intervals with all elevations referenced to city approved datum. Topographic information may be included on the plat or placed on a separate map drawn to the same scale as the above plat. The topographic map shall be an actual on-the-ground survey, or an aerial survey. A note shall be placed on the plat stating which method was used to provide the topographical map.

3) A location map showing:

- A) the proposed subdivision in relation to existing streets and/or other easily recognizable geographic features,
- B) a north arrow, and
- C) the proposed name of the subdivision.

4) For sites not served by public sanitary sewer, the subdivider shall submit a report by an independent Registered Professional Engineer indicating sufficient soil tests have been conducted and that the said Engineer has determined the environmental suitability of each lot for safe operation of an on-site sewage facility (OSSF). The report shall determine a minimum lot size, density, and type of proposed disposal system. This report is to be submitted to the City Engineer for approval and shall comply with all applicable Texas Commission on Environmental Quality (TCEQ) and Waco-McLennan County Health District regulations.