

City of Glenn Heights

Planning & Development Phone
(972) 223-1690 Ext. 452

Replat, Final, Minor, Amend Plat Request Form

<https://www.glennheightstx.gov/>

City of Glenn Heights
1938 S. Hampton Road,
Glenn Heights, TX 75154

ACTION REQUESTED*(CHECK ONE)

Final Plat

Replat

Amend Plat

Minor Plat

*Please complete a new application for each action you request.

Applicant Information

Key Contact Name: _____ Telephone #: _____ Fax #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Contact Status: Owner Prospective Buyer Tenant Representative

Owners Name: _____ Telephone #: _____ Fax #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Ownership Status: Individual Trust Partnership

Applicant Signature: _____ Owner Signature: _____

Property Owner Must Sign the application or submit a notarized letter of authorization.

Request Information

Proposed Project Name: _____

Site Location: _____

Site Street Address: _____

Subdivision*: _____ Block #: _____ Lot #: _____

Existing Zoning/Land Use: _____ Requested Zoning/Land Use: _____

Requested Specific Use Permit: _____ Requested Planned Development District: _____

**A metes and bounds description must be attached if the request is for a portion of a platted lot or non-platted tract.*

Notary Statement (All signatures must be notarized)

Before me, the undersigned authority, on this day personally appeared _____
known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that
he/she executed the same for the purposes and consideration expressed and, in the capacity, therein stated

Given under my hand and seal office

Seal:

On this _____ day of _____, 20____.

Notary Public in and for the State of Texas. My Commission Expires: _____

For Office Use Only

Application Date:

Fee:

Case No:

Planning and Zoning Hearing:

City Council Hearing:



Items for Submittal:

1. Three (3) 24" X 36" full-size plat copies
2. Two (2) 24" X 36" full-size construction and civil engineering plans
3. PDF of plat
4. PDF of civil/engineering plans
5. Completed Application
6. Completed Authorization (if applicable)
7. Property Deed (if Owner does not match Appraisal District)
8. Tax Certificate(s)
9. Deed Restriction(s) to be filed with Plat
10. Drainage Study and/or Flood Study Executed copies of paving and utility contracts
11. Temporary Use Permit (TUP) application for concrete batching plant (if applicable)



Fee Schedule

Preliminary Plat:

Preliminary Plat Fee (25 acres or less):	\$400.00 + \$20.00/lot
Preliminary Plat Fee (50 acres or more):	\$450.00 + \$25.00/lot

Final Plat:

Final Plat Fee (25 acres or less):	\$325.00 + \$50.00/lot
Final Plat Fee (50 acres or more):	\$500.00 + \$25.00/lot

Other Plat Types:

Replat/amending/vacating plat:	\$575.00 + \$35.00/acre
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Engineering Review:

Engineering Review by third party:	Varies
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