

APPLICATION FOR PLAT APPROVAL

 City of Arcola 13222 Highway 6, Arcola, Texas 77583 281-431-0606 (phone) 281-431-1523 (fax)	Please check type of application: ☐ Preliminary Plat ☐ Replat ☐ Conceptual Plat ☐ Final Plat ☐ Construction Plans ☐ Amending Plat
1. Name of Subdivision: _____	
2. Name of Conceptual Plan that encompasses this plat: _____	
3. Landowner Name (If company or corporation, list chief officer): _____	
Address: _____	Telephone: _____
(Street) _____ (City,State/Zip) _____ Fax No: _____	Email: _____
4. Applicant's Name (Engineer, Planner, Architect, Etc.): _____	
Address: _____ Telephone: _____	
(Street) _____ (City,State/Zip) _____ Fax No: _____	Email: _____
5. Is Plat Inside City Limits? Yes No	Inside ETJ? Yes No
6. Type of Plat: Apartment Townhouse Commercial Industrial	
Planned Development Standard Single Family Residential	
Other (Explain): _____	
7. Total Acreage: _____	8. # of Sections: _____
9. # of Blocks: _____	10. # of Residential Lots or # of Dwelling Units: _____
11. # of Reserves: _____	
12. Total Acreage of Areas Not Divided into Lots (Reserved for other land uses): _____	
13. Acreage of Land Parcels Dedicated to Public Use: _____	
14. Acreage Reserved for Use of Property Owners: _____	15. Typical Lot Area: _____
16. Lot Distribution: Size: Square Footage: Number: Total:	
17. Block Length: Average: Longest: Shortest:	
18. Public Streets? Yes No Private Streets? Yes No Combination Public/Private? Yes No	
19. Sanitary System: Public? Yes No Septic Tanks? Yes No	
Name of Municipal Utility District: _____	
Address: _____ Telephone: _____	
(Street) _____ (City,State/Zip) _____ Fax No: _____	
20. Land Distribution (in acres): Private Street: Public Street:	
Private Common Areas: Reserves:	
Public Park Land: Drainage:	
Lots, Net: Total:	
21. Residential Density: ÷ = DU/AC =	
# Dwelling Units (DU) # Acres (AC)	
TO BE COMPLETED BY CITY	TOTAL FEE COLLECTED:



CITY OF ARCOLA
 13222 Highway 6
 Arcola, Texas 77583
 281-431-0606 (Phone) ■ 281-431-1523 (Fax)

PLATTING FEE WORKSHEET

NOTE:

All acreage should be rounded up to the nearest whole number. For example, 10.6578 acres should be rounded to 11 acres and 10.5341 acres should be rounded to 11 acres.

Application Type	Per Residential Lots	X	# of Residential Lots	+	Per Acre	Acres not in Residential Lots	=	Sub-Total	+	Base Fee	=	Total Fee
Conceptual Plan	\$2	X			\$10					\$1,300	=	
Preliminary, Revised Preliminary Plat	\$6	X			\$30					\$1,300	=	
Final Plat	\$12.50	X			\$80					\$1,500	=	
Large Acreage Tract	Flat Fee									\$600	=	
Amending Plat	Flat Fee									\$500	=	
Extension of Plat Approval	Flat Fee									\$250	=	
Vacation of Plat	Flat Fee									\$1,000	=	
Exemption from Platting	Flat Fee									\$300	=	

ARCOLA SUBDIVISION PLAT APPLICATION SUBMITTAL ITEMS AND CHECKLIST

# Copies	Rev'd	Information / Document Required	Concept	Prelim	Final
10		Plat application form	X	X	X
10		Prints of plat - 24" X 36" (folded to fit 10" X 15" mailing envelope w/title block visible)	X	X	X
10		Plat reductions - 11" X 17" (folded)	X	X	X
1		Electronic copy of plat on disk	X	X	X
1		Application fee	X	X	X
5		Copies of letters showing that plat was sent to utility companies and other entities as required		X	
5		Preliminary drainage layout	X		
5		Preliminary drainage plan and calculations		X	
5		Preliminary utility plan and calculations		X	
3		Alphabetized list of street names		X	X
5		Encumbrance certificate		X	
5		Current title opinion (max 45 days old)			X
5		Metes and bounds description signed and sealed by surveyor			X
3		Copy of current tax certificates or receipts (City, County, School District, MUD, LID)			X
5		Draft of restrictive covenants (paper and digital format in MS Word required)		X	X
5		Letter from Drainage District stating tract has outfall drainage			X
5		Receipt or letter from Drainage District stating impact fees paid			X

SUBDIVISION PLATS AFTER RECORDATION AND PRIOR TO ISSUANCE OF BUILDING OR CONSTRUCTION PERMIT

# Copies	Information / Document Required
1	1:100 mylar of recorded plat
4	1:100 prints of recorded plat
1	Electronic copy of recorded plat (in AutoCADD format, either DWG or DXF File)
1	Electronic copy of restrictive covenants
1	Paper copy of restrictive covenants
3	Paper copy of recorded plat with addressed parcels/lots
1	Payment of Misc. Fees (if applicable)