



Denton County Development Services



A COMPLETED APPLICATION FORM MUST ACCOMPANY NEW PLAT SUBMITTAL

<input type="checkbox"/> Final Plat	<input type="checkbox"/> Replat	<input type="checkbox"/> Amended Plat	<input type="checkbox"/> Fees Paid _____
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PLATTING FEES:

Final Plat: \$100.00 *Per Project* Plus \$20.00 Per Lot ____ # of Lots = \$_____ Total

Replats: \$200.00 *Per Project* Plus \$20.00 Per Lot ____ # of Lots = \$_____ Total

Description of Property:

Subdivision Name: _____

Total Number of Lots: _____ Total Acreage: _____

DCAD Property ID: _____

Owner:	
Record Owner of Property: _____	Phone: _____
Address: _____	Email: _____

Applicant: (Developer / Subdivider):	
Applicant: _____	Phone: _____
Address: _____	Email: _____

Surveyor / Engineer:	
Contact: _____	Phone: _____
Address: _____	Email: _____

A plat application will not be considered complete, pursuant to Section 232.0025 of the Texas Local Government Code, until all required documents and fees have been submitted.

All development shall conform to all local, state, and federal regulations to include the adopted Denton County fire code and OSSF regulations.

*** ATTACHED CHECKLIST MUST BE COMPLETED AND SIGNED BY SURVEYOR ***

Submitted by: _____ Date: _____

Received by: _____ Fee Paid: _____



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A COMPLETED APPLICATION FORM MUST ACCOMPANY NEW PLAT SUBMITTALS

Submittal Requirements:

- 2 Full Size Plats (24' x 36") - folded
- 8 1/2 x 11 copy of plat
- PDF of plat (thumb drive or email)
- Completed Plat Application and Checklist
- Approved set of construction plans (if required)
- Utility Will-Serve letters
 - * Electric
 - * Water
 - * Sewer
- Required Platting Fees
- Signed Plats** (When submitting the signed Final Plat, also submit an AUTOCAD file of the signed plat.)

PLAT SUBMITTALS ONLY ACCEPTED ON MONDAYS

Denton County's review of submittals for land development projects is only intended to establish a reasonable level of confidence that the developer is complying with the applicable rules and regulations. Our review is not intended to provide quality control nor assure anyone the development is fully compliant. The responsibility for compliance remains solely with the developer throughout the process; from zoning and platting through construction and the warranty period. The developer is responsible for correcting all deficiencies, regardless of the time they are discovered.

(Signature Required)

Return with Application



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PLAT SUBMITTALS ONLY ACCEPTED ON MONDAYS

Final Plat/Replat Completed Plat Application Checklist

1. Bar scale, scale, north arrow,
2. Point of Beginning (POB) showing State Plane Coordinates (NAD '83)
3. Benchmarks are required – minimum of 2 locations per subdivision and an additional benchmark for every additional 20 acres.
4. Plat title block, plat name, plat preparation date (title block shall be 2" x 3" in lower right corner)
5. Subdivision/Owner name and address
6. Surveyors/Engineers Certification, sealed
7. Owner certification / Plat dedication
8. County Judges signature block – lower right above the title block
9. Vicinity map (labeled "NTS", oriented and showing at least two nearby major thoroughfares)
10. Adjacent property information (owners name, recording volume and page, recorded lots.
11. Project boundary in bold weight
12. Lot lines, easement lines, right-of-way lines clearly shown on plat
13. 16' utility easement along the right-of-way clearly shown on plat
14. Each lot shall have a minimum of 60' frontage
15. Each lot shall have a 30' set back line
16. Sequential lot and block numbering
17. Identify items used for Block and Boundary Corners/Monuments
18. Overall, centerline and radii measurements of all ROW
19. City limits and/or ETJ boundaries
20. Identification of open spaces or HOA lots
21. Identification of flood plain
22. Identification of any remaining portions of lots
23. Lot areas and widths in conformance to Denton County Subdivision Rules and Regulations
24. Recording information for easements
25. For Replat or Amending Plats – indicate the reason
26. Add - Standard Notes
 - Utilities
 - General
 - Floodplain
 - Lake Ray Roberts
 - Easements
 - Maintenance
 - Drainage
 - Private Streets
 - Engineering

REFERENCE: Denton County Subdivision Rules & Regulations can be found online at:
<https://www.dentoncounty.gov/DocumentCenter/View/1567/Subdivision-Rules-and-Regulations-PDF>.



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Standard Plat Notes

UTILITIES

- Sanitary sewer to be handled by facilities approved by the Denton County Public Health Department.
- All utility providers' names, addresses and phone numbers or will serve letters.

EASEMENTS

- All surface drainage easements shall be kept clear of fences, buildings, foundations, plantings, and other obstructions to the operation and maintenance of the drainage facility.

GENERAL

- Construction not complete within two years of the Commissioners Court approval shall be subject to current County Subdivision Rules and Regulations.
- A driveway culvert must be obtained from Development Services by the owner of each lot prior to the construction, installation or placement of any driveway access improvements within the dedicated right-of-way.
- The City of Denton does not approve plats for property located in their Division 2 ETJ based on an ICA with Denton County regarding platting in the ETJ.

MAINTENANCE

- The maintenance of paving, grading and drainage improvements and/or easements show on this plat are the responsibility of the individual property owners and do not constitute acceptance of same for maintenance purposes by Denton County.

FLOODPLAIN

- No construction, without written approval from Denton County shall be allowed within an identified "FIRM" floodplain area, and then only after a detailed floodplain development permit including engineering plans and studies show that no rise in the Base Flood Elevation (BFE) will result, that no flooding will result, that no obstruction to the natural flow of water will result; and subject to all owners of the property affected by such construction becoming a party to the request. Where construction is permitted, all finished floor elevations shall be a minimum of two-foot above the 100-year flood

DRAINAGE

- Blocking the flow of water or construction improvements in surface drainage easements, and filling or obstructing the floodway is prohibited.
- Denton County will not be responsible for any damage, personal injury or loss of life or property occasioned by flooding or flooding conditions.
- The existing creeks or drainage channels traversing along or across the addition will remain as open channels and will be maintained by the individual property owners of the lot or lots that are traversed by or adjacent to the drainage courses along or across the lots.

LAKE RAY ROBERTS

- For those properties located within the Lake Ray Roberts Planning and Zoning Jurisdiction, the following note must be added: "These properties are located within the Lake Ray Roberts Land Use Ordinance jurisdiction and are subject to the ordinance. This property is zoned ____." All setback lines must be shown on the plat.

PRIVATE STREETS

- Denton County shall not be responsible for maintenance of private streets, drives, emergency access easements, recreation areas and open spaces; and the owners shall be responsible for the maintenance of private streets, drives, emergency access easements, recreation areas and open spaces, and said owners agree to indemnify and hold harmless Denton County, from all claims, damages and losses arising out of or resulting from performance of the obligations of said owners set forth in this paragraph.

ENGINEERING

- When engineering plans are provided, the engineer shall execute on the face of the plat the following statement:
"I _____, a Texas Licensed Engineer, do hereby affirm that to the best of my knowledge, information and belief and based upon the information provided, the drainage improvements shown on this plat will have no adverse effect on any property adjacent to the property shown. I further declare that I will accept full responsibility and hold harmless Denton County from any claim or litigation arising out of any claim or litigation arising out of any errors, omissions or other acts of negligence in the preparation of same."