



City of Simonton

P.O. Box 7
Simonton, TX 77476
Phone:281-533-9809
cityhall@simontontexas.org

Permit #:

Subdivision/Development Platting Application

Date:

Subdivision:

Development:

SUBMITTAL OF PLAT: (Check Appropriate Selection)

Preliminary
Replat
Amending Plat

Final
Vacation Plat

Short Form Final
Admin.(Minor) Plat

TYPE OF PLAT: (Check Appropriate Selection)

Single-Family Residential
Planned Development

Zero Lot Line/ Patio Home
Commercial

Multi-Family Residential
Industrial

Plat Location: _____City _____ETJ (Extraterritorial Jurisdiction)

Legal Description:

Variance : _____Yes (Attach a Copy of Approval Letter) _____No

Total Acreage:
Number of Streets:
Number of Lots:
Number of Reserves:
Total Acres in Reserve:

Owner:

Address :
City/State:
Telephone:

Email Address:

Engineer/Planner :
Contact Person:
Telephone:
Fax Number:
Email Address:

Platting Fees	
Preliminary Plat-	\$500.00 plus 3.50 per lot, plus \$12.50 per acre
Final Plat-	\$500.00 plus \$5.00 per lot plus \$25.00 per acre
Replat-	\$500.00 plus 5.00 per lot plus \$25.00 per acre
Amending or Minor Plat-	\$200.00
Plat Vacation -	\$500.00
2nd Review of plats-	\$100.00 (each additional review)
TOTAL PLATTING FEE _____	

This is to certify that the information on this form is complete, true and correct and the undersigned is authorized to make this application. I understand that if all necessary information, required documents, and plat fees are required at time of submittal or the City of Simonton will not complete the review needed in order to submit.

SIGNATURE

TYPED OR PRINTED NAME/TITLE

DATE

FINAL PLAT APPLICATION CHECKLIST
(Final Plat Applications must include the following list)

Filing Fee

8 copies 24x36 paper prints folded to eight and one-half inches by fourteen inches

1 electronic format of the original plat drawing in pdf and CAD format

Title Report

Fort Bend County Engineering Review Form (if ETJ)

Approval from other Jurisdictions ie: applicable governmental entity, district, or entity with jurisdiction in the subdivision,

Traffic Study, any required Special Studies

Letters from Utilities

Drainage District Review Form

Water & Sewer Certificate

Texas Department of Transportation letter of No Objection or a Permit

Form and Content shall contain the following:

Proposed Name

Legal Description

Total acreage and total number of lots blocks and reserves

Name of the owners of the property

Name and seal of the person or firm who prepared the plat

Date the plat was drawn including day

Plat shall have all engineering and surveying data as required in the City Subdivision Ordinance

Plats

To comply with the state statutes and/or ensure archival quality plat records, the following items are required to file a plat:

- Plat size is 24" x 36"
- All drawings, printing and signatures must be in permanent black ink camera positive
- Ink must be on mylar with image on top
- 3 mil or greater matte finish mylar material
- An engineering or surveying firm must prepare the plat. Will not accept architectural plans
- The engineering or surveying firms' name and address and the engineer's or surveyor's signature and seal
- Owner's printed name and notarized signature
- Key Map reference
- Provide one (1) or more originals of each plat page. The clerk will retain one (1) original and return it to the filer within five business days after recording and scanning
- Provide adequate space for the Clerk's certificate information including: "Filed in Slide No. _____ of the Plat Records of Fort Bend County, Texas" (volume and page is no longer used as the clerk's file reference number)
- Provide adequate space for the Clerk's recording labels
- Municipal approved plats must include the following or similar wording: "All of the property subdivided in the foregoing plat is within the incorporated boundaries of the City _____ Texas".
- Current original tax certificates from all the property's taxing entities. A letter on letterhead from the person or company filing that lists all taxing entities and states it is a complete list. The signer must print their name and title under their signature.
- Per Property Code 12.002(e) plats filed after September 1 of a year must be submitted with a current year tax receipt issued by each taxing unit with jurisdiction, or a statement indicating taxes have not been calculated. If tax certificate does not cover the preceding year, a tax receipt indicating the previous year's tax has been paid must be attached
- Filing fee is \$150 per plat page

Note: A plat will be rejected if any of the above requirements are not met.