

# FINAL PLAT CHECKLIST

Thank you for submitting the preliminary plat for review. Prior to the approval of the preliminary plat, the developer shall supply the County Engineer with a digital file in a .DWG format or a format that is readily convertible to .DWG of the preliminary plat.

Every preliminary plat must include the following:

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|-----------|------------------|---|
| Developer | Waller<br>County |   |
|           |                  | A. Resubmit (completed with prior submittal) Application for Plat Approval.   |
|           |                  | B. Make revisions based on preliminary plat review comments. Include markups with this submittal. Each plat for Official Public Records, Commissioner’s Court Minutes, Road & Bridge Department and Appraisal District <b>must contain original signatures</b> .  |
|           |                  | C. Final plat and construction document review fees shall be paid with the submission of the final plat for review.<br>(1) \$350.00 for the first 50 acres, plus \$175.00 for each additional increment of 50 acres or less. <u>Check made payable to Waller County.</u><br>(2) \$50.00 for plats less than 10 acres. <u>Check made payable to Waller County.</u> |
|           |                  | D. Handling and Processing Fee<br>(1) A charge of \$50.00 will be assessed for handling and processing fee. If a subdivision is developed in sections, a charge of \$50.00 will assessed for each section platted. <u>Check made payable to County Treasurer.</u>   |
|           |                  | E. Filing Fee<br>(1) \$50.00 per plat plus \$11.00 for the first page and \$4.00 for each additional page. <u>Check made payable to County Clerk</u>  |
|           |                  | F. Infrastructure development plat review fee of \$100.00 plus \$10.00 per rental space will be charged. Fees shall be paid with the submission of the Infrastructure Development Plan for review. <u>Check made payable to Waller County.</u>  |
|           |                  | G. Variance Requests: \$50.00 per request will be assessed for handling and processing of variance requests for approval in Commissioners Court. ( <u>Check made payable to County Treasurer</u> ) will accompany the variance at time of submission to the court for approval.   |
|           |                  | G-1 <b>Original Tax Certificate</b> from each taxing unit with jurisdiction of the real property indication that no delinquent taxes are owed. Tax certificate must be current.   |
|           |                  | G-2. Originals Needed of Plat:<br>(1) Two 8 ½" x 14" – Blue line, Black line or Mylar.<br>(2) Three 22" x 34" or 24" x 36" – Mylar Plat   |

For Waller County Use ONLY:

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Date Received \_\_\_\_\_ Reviewer \_\_\_\_\_ Date Returned \_\_\_\_\_