



Preliminary Plat Checklist

- Proposed subdivision name, north point, direction of prevailing breeze, scale and date.
- Name of property owner or owners, engineer or surveyor, and proof of registration.
- Vicinity sketch or keymap at a scale of not more than 400 ft. to the inch showing all existing subdivisions, streets, tracts of acreage in the area, general drainage plan, destination of water, and storm sewer connection by arrows.
- Outline of the tract the plat is proposed to subdivide by bold line, with principal dimensions.
- Location, width and name of existing streets, blocks, lots, alleys, easements, building lines, water courses or other natural features in the area affected, with principle dimensions, all significant information, including ownership regarding the property immediately adjacent or across bounding streets on all sides for a distance of not less than two hundred feet (200').
- Proposed plan of subdivision, showing streets, blocks, lots, alleys, easements, building lines, parks, etc. with principle dimensions. Preliminary plat shall cover all of the tract intended to be developed, at any time, even though it is intended by the developers or developer to file plats and improvements for parts of such tract by sections or units.
- Names of proposed streets.
- Typical cross-section of proposed street improvements.
- Location of existing sewers, water, gas mains, and other public utilities, if any. Proposed general plan for stormwater drainage detailed to indicate the location of drainage ditches or structures and direction of flow.
- Any zoning affected platted area or proposed changes in zoning.
- Water courses and all trees over eight (8) inches in diameter between street lines.
- Contours at 5-foot intervals "or" less in identified FEMA flood zones.
- Submit in PDF .
- Subdivision report (two complete copies).

Final Plat Checklist

- Title or name of proposed subdivision, north point, scale of the map, and name of engineer or land surveyor.
- Legal description and identification of tract being subdivided.
- Subdivided property boundaries, location or designation of all streets, alleys, parks, other areas dedicated or deeded to public use with proper dimensions, and boundaries indicated with heavy

line equivalent to a no. 5 Payzant pen and tied by dimension to the established centerline of all existing boundary streets.

- Location of all adjacent streets and alleys, with names, and names of adjoining subdivisions, with exact location and designation, by number of lots and blocks.
- All lot, block and street boundary lines, with blocks and lots numbered or lettered consecutively, show building lines and easements defined by dimension, show width of all streets, measured at right angles or radially, where curved, and complete data given on fractichecklistonal lots. All principal lines shall have the bearing given and any deviation from the norm indicated.
- Accurate dimensions, both linear and angular of all items on the plat, boundary survey on the site within one (1) in ten thousand (10,000), linear dimensions feet expressed in feet and decimals of a foot, angular dimensions shown by bearings, curved boundaries described and show all essential information, define circular curves by actual length of radius, and complete dimensional data on fractional lots.
- Description and location of all lots, block corners, and permanent survey reference monuments.
- Certificate of ownership in fee of all land embraced in the subdivision, and the authenticity of the plat and dedication, signed and acknowledged by all owners of any interest in the land, approval and acceptance of all lienholders.
- Certificate from a registered professional engineer or surveyor.
- Park Settlement Fees must be paid in full in accordance with City Ordinance §10.02.056 Parks
- Print the following form on the plat:

STATE OF TEXAS

COUNTY OF NUECES

This plat of _____ Subdivision (addition) ____ (date) by the City Planning Commission
Of the City of Robstown, Texas, This the _____ day of _____, 20 _____.

- If a subdivision is located outside the city limits, provide a form in blank to record the acceptance of the plat by the Commissioner's Court of Nueces County, as follows:

STATE OF TEXAS

COUNTY OF NUECES

I, _____, Clerk of the Commissioner's Court of Nueces County, Texas, do hereby certify that the foregoing map was approved and accepted by said Commissioner's Court on the _____ day of _____, 20 _____, as shown by order of record in minutes of said Court in Vol. _____ at page _____.

WITNESS my hand and the seal of said Court at the office in Corpus Christi, Texas, this the _____ day of _____, 20 _____.

By Deputy

Clerk of Commissioner's Court of Nueces County, Texas

- A \$300.00 Final Plat Fee will be due upon picked signed plat.



Application for Land Subdivision

Building Inspection Department

101 East Main St.

Robstown, Texas 78380

Phone (361) 387-4589 Opt.5

Email: qc_hub@cityofrobstown.com

Applicant: _____ Telephone: () _____

Address: _____

Email: _____

Engineer/Surveyor: _____ Telephone: () _____

Address: _____

Contact Person: _____ Email Address: _____

Property Owner: _____ Telephone: () _____

Address: _____ Email Address: _____

Proposed Addition Name: _____

Location: _____ Acreage: _____

Legal Description: _____

Zoning: _____ Proposed No. Lots: _____

I certify that the information provided above is accurate and correct.

(Owner's Signature)

(Engineer's/Surveyor's Signature)

Please check one

| <u>Application Fees:</u> | <u>(a) Type I/IA</u> | <u>(b) Type II/IIA</u> | <u>(c) Type III/IIIA</u> |
|--------------------------|-----------------------------------|-----------------------------------|----------------------------------|
| Less than 1 acre | <input type="checkbox"/> \$200.00 | <input type="checkbox"/> \$512.00 | <input type="checkbox"/> \$48.00 |
| 1 to 5 acres | <input type="checkbox"/> \$341.00 | <input type="checkbox"/> \$792.00 | <input type="checkbox"/> \$48.00 |
| More than 5 acres | <input type="checkbox"/> \$554.00 | <input type="checkbox"/> \$896.00 | <input type="checkbox"/> \$48.00 |

"Type 1 or 1A" - Land never platted or subdivided or replat of a replated area which, during the immediate preceding five years, has not been limited to single-family or duplex use per lot by an interim or permanent zoning classification, covenant, or deed restriction.

"Type II or IIA" - Replat or resub division of land which, during the immediate preceding five years, has been limited to single-family or duplex use per lot by an interim or permanent residential zoning classification, covenant, or deed restriction. (Public notice is required)

"Type III or IIIA" - A replat of land to amend a previous plat to correct an error or omission on the previous plat.

\$25.00 Administrative Fee due at submission

INSP2026-1007

For Office Use:

Date Rcvd: _____

Received by: _____