



**CITY OF McLENDON-CHISHOLM**  
1371 West FM 550 - McLendon-Chisholm, Texas 75032

**FINAL PLAT CHECKLIST**

Copies: 12 legible prints and the original tracing of final plat required (24" x 36"); if more than one sheet is required, an index sheet of maximum size of 18" x 27" shall be filed showing entire subdivision. 1 electronic pdf file.

Fees: \_\_\_\_\_

Filing: Follow Developments Cycle Timeline. Confirm meeting dates with staff.  
**CIVIL DESIGNS MUST BE APPROVED PRIOR TO FILING OF THE FINAL PLAT**

1. \_\_\_\_\_ 12 legible prints and 1 electronic pdf furnished to City.
2. \_\_\_\_\_ All items required on preliminary plat shown on final (final plat also to show compliance with all items required for preliminary plat, without change)
3. \_\_\_\_\_ Plat prepared by registered engineer, bears engineer's seal
4. \_\_\_\_\_ Drawn to scale 1" – 100'
5. \_\_\_\_\_ Date, scale, north point, subdivision title, and name, address and seal of engineer shown
6. \_\_\_\_\_ Legal description
7. \_\_\_\_\_ Monuments and control points shown with description and location of all permanent survey monuments and control points. Suitable primary control points shall be referred. Dimensions to be shown in feet and decimals of a foot.
8. \_\_\_\_\_ Key map showing relation of subdivision to well-known streets in all directions for at least one (1) mile
9. \_\_\_\_\_ Dedications and certificates: certificate of dedication for all parks, public facilities and easements to be shown to the public use forever, signed by all owners and acknowledged before notary public.
10. \_\_\_\_\_ Copy of subdivision covenants and deed restrictions showing creation of permanent homeowner's association with perpetual responsibility for street maintenance and repair
11. \_\_\_\_\_ Waiver of claim for damages against City occasioned by establishment of grades or alteration of surface of existing streets and alleys

*\*\*This checklist is for reference. It does not supersede any regulation of the City or the State of Texas.\*\**

12. \_\_\_\_\_ Existing Features inside subdivision
- a) \_\_\_\_\_ existing boundary lines of land drawn in heavy
  - b) \_\_\_\_\_ accurate bearings and distances shown
  - c) \_\_\_\_\_ location of existing watercourses, railroad and drainage/transportation features
  - d) \_\_\_\_\_ true bearings and distances to nearest established street lines, official monuments, or subdivision corners
  - e) \_\_\_\_\_ location and width of existing streets, alleys, easements, rights-of-way, buildings and structures to be maintained
  - f) \_\_\_\_\_ topographical information with contour lines at 5-foot intervals
  - g) \_\_\_\_\_ accurate location of property/subdivision in reference to county deed records (volume and page of recorded instrument in county records)
13. \_\_\_\_\_ Existing Features outside subdivision (all lines outside of subdivision boundaries to be dashed)
- a) \_\_\_\_\_ names and property lines of adjoining subdivisions and property owners
  - b) \_\_\_\_\_ references to plat or deeds of adjoining properties
  - c) \_\_\_\_\_ names and locations of adjacent streets, alleys, easements and watercourses
14. \_\_\_\_\_ Lines and names of all proposed streets, alleys and easements
15. \_\_\_\_\_ Streets, alleys and easements comply with engineering and construction standards (Appendix 1, Subdivision Regulations)
16. \_\_\_\_\_ Streets and alleys show complete curve data (Delta, Length, Radius, Tangent, Point of Curve, Point of Reverse Curve, Point of Tangent) shown on the center line on each side of street; length and bearings of all tangents; dimensions from all angle points and points of curve to an adjacent side lot line
17. \_\_\_\_\_ Streets to conform to major street plan (horizontal and vertical alignments and width, designed so as to discourage high-speed traffic)
- a) \_\_\_\_\_ local street widths minimum of 60' measured from lot line to opposing lot line
  - b) \_\_\_\_\_ secondary/feeder street widths minimum of 60'
  - c) \_\_\_\_\_ major street widths in compliance with established criteria
  - d) \_\_\_\_\_ major thoroughfare widths in compliance with established criteria (minimum 100' and maximum of 120')
  - e) \_\_\_\_\_ street alignments (without curves) not more than 5 degrees deflection
  - f) \_\_\_\_\_ street curves (major, reverse, & verticals) conform to City standards
  - g) \_\_\_\_\_ dead-ends, cul-de-sacs comply with length, radius & turnaround requirements
  - h) \_\_\_\_\_ street intersections widths in compliance with established criteria
  - i) \_\_\_\_\_ street reserves (for future dedications, etc.) shown
  - j) \_\_\_\_\_ street names comply with established criteria

*\*\*This checklist is for reference. It does not supersede any regulation of the City or the State of Texas.\*\**

18. \_\_\_\_\_ Compliance with street plan in relation to adjoining street system shown and avoidance of street jogs shown.
19. \_\_\_\_\_ For large-lot subdivisions, consideration given to future street openings and access to future lots
20. \_\_\_\_\_ Location of all fire hydrants shown
21. \_\_\_\_\_ Lot sizes conform to minimum sizes established in zoning regulations. Proper shape, square footage, frontage, all setbacks, width & depth shown
22. \_\_\_\_\_ All lots have street right-of-way access
23. \_\_\_\_\_ Lots are consecutively numbered within each block
24. \_\_\_\_\_ Building lines meet setbacks
25. \_\_\_\_\_ Alleys conform to established requirements, re: width, intersections, no dead-ends, and are shown where required
26. \_\_\_\_\_ Easements show compliance with established criteria (size location, use, utilities underground, preservation of major trees shown)
27. \_\_\_\_\_ Water Courses and Easements: drainage easements will be provided covering all land within the subdivision that is subject to inundation by a 50-year storm. Lots adjacent to a major watercourse must show minimum finish flood elevations 2 ft. above the calculated 50-year flood elevation.
28. \_\_\_\_\_ Flood plains must be shown on plat & show that no structure or septic system is to be built below 50-year flood line.
29. \_\_\_\_\_ Adequate provisions for drainage of stormwater, rainfall runoff, and flood water shown
30. \_\_\_\_\_ Drainage facilities conform to design specifications and standards and are located in rights-of-way or perpetual unobstructed easements
31. \_\_\_\_\_ Documentation furnished to show perpetual maintenance of drainage improvements on homeowner's association or adjacent property owners
32. \_\_\_\_\_ Proper certificate of Mayor and City Secretary shown
33. \_\_\_\_\_ Maintenance bond furnished of at least one percent (1%) of total street and alley construction costs
34. \_\_\_\_\_ Approval block for Chairperson of Planning & Zoning, Mayor and City Secretary

*\*\*This checklist is for reference. It does not supersede any regulation of the City or the State of Texas.\*\**