



# REPLAT APPLICATION

CITY OF MOUNT PLEASANT  
500 N MADISON  
MOUNT PLEASANT, TX 75455  
903-575-4149

**BUSINESS OWNER (LEGAL ENTITY):** \_\_\_\_\_ dba \_\_\_\_\_

Official Address to send all City correspondence: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant/Agent Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER (PLEASE PRINT) :** \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY DESCRIPTION

Street Address of Property (or intersection): \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

*\*Provide Metes and Bounds Description on Plat\**

### PRESENT USE OF PROPERTY (CIRCLE ONE)

|                        |                 |                        |            |
|------------------------|-----------------|------------------------|------------|
| Vacant Land            | Vacant Building | Single Family Dwelling | Commercial |
| Multi- Family Dwelling | Industrial      | Other: _____           |            |

## ACKNOWLEDGEMENTS

**Notarized Signature:** Applicant, Owner, or Authorized Agent: \_\_\_\_\_

*(Notary Certificate Must be Attached to Application)*

### Office use Only:

Case #: \_\_\_\_\_ Fee: \$250.00 + \$120.00 Filing Fee Date Submitted: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

Property Description: \_\_\_\_\_

**BEFORE ME**, the undersigned authority, on this date personally appeared:

\_\_\_\_\_ known to me to be the person whose name is subscribed hereto and upon his/her oath deposed and stated: "My name is \_\_\_\_\_ and I am a resident of \_\_\_\_\_ County, \_\_\_\_\_. I am the owner of the above-described property and I hereby certify that I have given my permission for the City of Mt. Pleasant to accept an application from \_\_\_\_\_ as hereto submitted in connection with said application and its purpose (e.g. plat, site plan, or zoning) for development as hereinbefore attached."

\_\_\_\_\_  
**OWNER SIGNATURE**

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**SUSCRIBED AND SWORN TO** before me on this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public, Sate of Texas

## Checklist for Submittal and Approval of Replat

*Ref: Sec. 154.37 Code of Ordinances*

### *Application submittal requirements.*

The applicant shall provide two copies (18" x 24") and an electronic version (i.e. PDF, CD, etc.) of the final subdivision plat and other required documents and fees to the City Planner for review and approval. The plat must also be furnished in an AutoCAD format as approved by the city.

- Changes which require a replat:
  - Any change in any street layout or any other public improvement;
  - Any change in any lot line;
  - Any change in the amount of land reserved for public use or the common use of lot owners;
  - Any change in any easements shown on the approved plat.
- The final subdivision plat (i.e. replat) shall be prepared by a licensed land surveyor and shall comply in all respects with the sketch plan or preliminary plat.

### *Form and content.*

1. The final plat shall include the entire subdivision, or section thereof, which derives access from an existing state, county, or local government highway.
2. Name and address of the applicant, record owner, engineer, and surveyor.
3. The date of the map, approximate true north point, and scale.
4. Proposed name of the subdivision, which does not have the same name or similar to the name of any other subdivision located within the city, or within the extra-territorial jurisdiction of the city.
5. Names of the adjacent property owners and the contiguous subdivisions.
6. Description by metes and bounds, of the subdivision boundary, which shall show existing subdivisions, streets, easements, rights-of-way, parks, and public facilities in the vicinity.
7. The location and dimensions of all subdivision boundary lines of the property indicated by heavy lines, expressed in feet and decimals of a foot, and computed in acreage of the subdivision.
8. Notation of any self-imposed restrictions, and locations of any building lines.
9. In addition to the various requirements for the preliminary plat, the final/replat subdivision plat shall also include the following:
  - (a) The location and name of all existing or recorded streets, alleys, reservations, easements, or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries.
  - (b) The location, dimensions, and name of all existing or recorded residential lots, parks, public areas, and any permanent structures within the subdivision and other sites within or contiguous with the subdivision.

- (c) All monuments erected, corners, and other points established in the field in their proper places.
- (d) Front building setback lines on all lots and sites. Side yard building setback lines at street intersections and crosswalk ways.
- (e) A numbering sequence (i.e. Lot 1, Lot 2, etc.) to identify each lot and each block (i.e. Block A, Block B, etc.). **Example: Lot 1, Block A** monuments, corners, and other points established in the field in their proper places.
- (f) Blocks shall be consecutively numbered or lettered in alphabetical order. The blocks in numbered additions to subdivisions bearing the same name shall be numbered or lettered consecutively throughout the several additions.
- (g) Owner's acknowledgement and dedications. (See Appendix B for samples.)
- (h) Surveyor's certificate. (See Appendix A for example.)
- (i) Planning and Zoning Commission approval space. (See Appendix B for example.)
- (j) City Council's approval space. (See Appendix B for example.)
- (k) County Commissioner's approval space when in the ETJ. (See Appendix B for example.)
- (l) County Health Officer's approval space when in the ETJ. (See Appendix B for example.)
- (m) Irrevocable offers of dedication.

*Drainage study for proposed subdivision.* A drainage study shall be performed by a registered engineer licensed to practice in the State of Texas. At a minimum, the drainage study shall contain the following information:

- Identifying existing and proposed hydrology and hydraulics of the site.
- Proposed storm drainage system.
- Specific solutions to drainage problems that will or could occur as a result of development.
- Alternative solutions to drainage problems.
- Capacity of facilities on and off-site.
- Location of floodplain and/or floodway designated areas (if applicable).
- Location of all proposed or existing drainage easements, both on-site and off-site.
- Copies of all drainage calculations (methods to be approved by the City Engineer).
- Existing and proposed contours of the platted area. Contour interval shall be not less than five feet. Existing contours shall be shown as dashed lines. Proposed contours shall be shown as solid lines.
- Drainage patterns, both existing and proposed.
- Contributing drainage areas and flows.
- If the proposed development or any portion thereof is within an area designated by FEMA as

a floodway, the developer will be prohibited from development in the floodway unless the developer completes a HEC-2 study and/or receives a "Letter of Map Revision" from FEMA.

- A storm water pollution prevention plan in compliance with the National Pollutant Discharge Elimination System (NPDES) or the Texas Pollutant Discharge Elimination System (TPDES) of the Clean Water Act.

*Filing of the Plat.* A minimum of two Mylar copies (18" x 24") and four paper copies (18" x 24") with all signatures notarized shall be provided for filing with Titus County. No final approval shall be endorsed on the plat until a review has indicated that all requirements have been met and the plat is approved.

**APPENDIX B: FINAL PLAT ENDORSEMENTS FOR PLANNING & ZONING AND CITY COUNCIL APPROVAL**

STATE OF TEXAS     )  
COUNTY OF TITUS   ) OWNER'S ACKNOWLEDGMENT AND DEDICATION

I (we), the undersigned owner(s) of the land shown on this plat within the area described by the metes and bounds description shown hereon, and designated herein as \_\_\_\_\_ and whose name is subscribed hereto, hereby dedicate to the use of the public forever all streets, alleys, parks, easements, rights-of-way and public places shown thereon.

\_\_\_\_\_  
OWNER

STATE OF TEXAS     )  
COUNTY OF TITUS   )

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_  
\_\_\_\_\_ known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes therein stated.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS  
(seal)

STATE OF TEXAS     )  
COUNTY OF TITUS   ) CERTIFICATE OF SURVEYOR

I, the undersigned Registered Public Surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

\_\_\_\_\_  
(seal) REGISTERED PUBLIC SURVEYOR  
NO. \_\_\_\_\_

The Planning and Zoning Commission of the City of Mount Pleasant on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ voted affirmatively to recommend approval of this plat.

BY: \_\_\_\_\_  
CHAIRMAN

ATTEST: \_\_\_\_\_  
CITY PLANNER

The City Council of the City of Mount Pleasant on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ voted affirmatively to approve this plat.

BY: \_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY SECRETARY

I, \_\_\_\_\_, City Planner for the City of Mount Pleasant, on this the \_\_\_\_\_ day of \_\_\_\_\_, hereby affirmatively approve this plat as to conformity with the development guidelines of the City of Mount Pleasant.

BY: \_\_\_\_\_  
CITY PLANNER

I, \_\_\_\_\_, City Engineer for the City of Mount Pleasant, on this the \_\_\_\_\_ day of \_\_\_\_\_, hereby affirmatively approve this plat as to conformity with respect to all sewer and water facilities and that same comply with all rules, regulations, and requirements of local government, regional, state, and federal authorities.

BY: \_\_\_\_\_  
CITY ENGINEER

I, \_\_\_\_\_, Titus County Health Official, on this the \_\_\_\_\_ day of \_\_\_\_\_, hereby affirmatively approve this plat as to conformity with respect to all sewer and water facilities and that same comply with all rules, regulations, and requirements of local government, regional, state, and federal authorities.

BY: \_\_\_\_\_  
TITUS COUNTY HEALTH OFFICIAL

STATE OF TEXAS    )  
COUNTY OF TITUS    )

Approved by the Commissioner's Court of Titus County, Texas on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BY: \_\_\_\_\_  
COUNTY JUDGE

ATTEST: \_\_\_\_\_  
SECRETARY