



# Application for Platting

Town of Lakeside  
9830 Confederate Park Rd.  
Lakeside, Texas 76108  
817-237-1234 Ext: 307  
Email: blythe.murphy@lakesidetexas.us

Type of Plat:  Preliminary  Final  Replat  Amendment

### Property Description:

Name of Addition:

Location of Addition:

Number of New Street Intersections:

Number of Lots:

Gross Acreage:

Zoning:

### Property Owner Information:

Property Owner(s):

Address:

Mail Address:

City:

State:

ZIP Code:

Phone No:

Fax No.

Signature:

Email:

### Applicant Information:

Applicant Name:

Address:

City:

State:

ZIP Code:

Phone No:

Fax No.

Signature:

Email:

### Surveyor Information:

Company Name:

Contact Name:

Mail Address:

City:

State:

ZIP Code:

Phone No:

Fax No.

Signature:

Email:

### Engineer Information:

Company Name:

Contact Name:

Mail Address:

City:

State:

ZIP Code:

Phone No:

Fax No.

Signature:

Email:

### OFFICE USE ONLY

Date Received:

Date Approved:

By:

Valid Thru:

Permit Fee:

Permit #:

(Any comments or mark-ups will be distributed only to the designated principal contact).

Principal Contact:  Owner  Applicant  Surveyor  Engineer

**PLANNING AND ZONING CERTIFICATE OF APPROVAL:**

Preliminary, Final Plat, Replat, Amended Plat:

WHEREAS The Planning and Zoning Commission of the Town of Lakeside, Texas voted affirmatively on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to recommend approval of this Plat by the City Council.

\_\_\_\_\_

Chairman, Planning and Zoning Commission

\_\_\_\_\_

Attest: Secretary, Planning & Zoning Commission

**CITY COUNCIL CERTIFICATE OF APPROVAL:**

WHEREAS The City Council of the Town of Lakeside, Texas voted affirmatively on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to approve this Plat for filing of record.

\_\_\_\_\_

Mayor, Town of Lakeside

\_\_\_\_\_

Attest: City Secretary

**TARRANT COUNTY CERTIFICATION:**

Any Plat submitted for filing shall have the following labeled on the Plat and located above the Surveyor's Title Block, preferably located near the lower right corner of the Plat:

THIS PLAT FILED IN CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_. DATED \_\_\_\_\_

**DEDICATION CERTIFICATE:**

KNOW ALL MEN BY THESE PRESENTS:

That, I, (owners name) do hereby certify that I am the legal owner of the above described tract of land and so hereby convey to the public for public use; the streets, alleys, rights-of-way, and any other public areas shown on this plat.

\_\_\_\_\_  
Owners Name

STATE OF TEXAS            §  
COUNTY OF TARRANT    §

Before me, the undersigned Notary Public in and for said county and state 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 purpose and considerations therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_

Notary Public in and for Tarrant County

\_\_\_\_\_  
My printed name:

\_\_\_\_\_  
My commission expires:

**SUBMIT THREE COPIES OF THE PLAT TO BE CONSIDERED.**

1. All plats must be black line originals.
2. All plats must have original and legible signatures and seals.
3. All plats filed must have an original tax certificate submitted with it from each taxing unit with jurisdiction of the real property, indicating that no delinquent taxes are owed and that taxes for the current year have been paid. After September 1st, a certificate showing that the taxes for that year are paid, but that the taxes for the upcoming year have yet to be calculated is required. (House Bills 1563 & 3101).
4. Dedication, legal description, etc. can be on plat or submitted on separate legal or letter-sized sheets with owner or owner's agent signature and proper acknowledgement.

**REQUIREMENTS ON ALL PLATS:**

- a. Adjacent Property lines, streets, easement
- b. Names of owners of property within 100 feet
- c. Names of adjoining subdivisions
- d. Front building setback lines
- e. Side setback lines when side street frontage exists
- f. City boundaries where applicable
- g. Date the drawing was prepared
- h. Location, width, purpose of all existing easements
- i. Location, width, purpose of all proposed easements
- j. Consecutively numbered or lettered lots and blocks
- k. Map sheet size of 18" X 24" to 24" x 36"
- l. North arrow
- m. Name, address, telephone of property owner
- n. Name, address, telephone of developer
- o. Name, address, telephone of surveyor
- p. Seal and signature of registered land surveyor
- q. Consecutively numbered plat notes and conditions
- r. Location and dimensions of public use areas
- s. Graphic scale of no smaller than 1" = 200'
- t. All existing and proposed street names
- u. Dimensions of all existing and proposed rights-of-way
- v. Subdivision boundary in bold lines
- w. Subdivision name
- x. Title Block identifying plat type
- y. Vicinity location map at 1" = 200'
- z. Surveyor's Certification of Compliance
- aa. Trip Generation Data Form

**ADDITIONAL REQUIREMENTS FOR REPLATS, SHORT FORM PLATS, AMENDED PLATS AND FINAL PLATS:**

- a. Written metes and bounds description
- b. Texas NAD83 State Plane Coordinates for at least two corners
- c. Dimensions of all proposed or existing lots
- d. Area in square feet for each lot
- e. Any existing structures which encroach any setback lines
- f. Location of drainage easements
- g. Planning & Zoning Certificate of Approval (see attached)
- h. City Council Approval Certificate (see attached)
- i. Tarrant County Approval Certificate (see attached)
- j. Dedication Certificate (see attached)
- k. Printout of property boundary closure confirmation