



LIBERTY COUNTY ENGINEERING DEPARTMENT

PRELIMINARY PLAT CHECKLIST

The following items must be submitted with application
Before the preliminary review process can begin.

- Two (2) black or blue line copies of the preliminary plat. Refer to section 4 of the *Liberty County Rules for Subdivision & Development* for preliminary plat requirements.
- Application Fee
- A tax certificate showing that all taxes currently due with respect to the Original Tract have been paid.
- A letter from the Liberty County 911 Addressing Department approving the proposed street names on the plat.
- Drainage Plan
- Facility Planning Report for OSSF if applicable
- A letter indicating approval of the subdivision components of direct concern to other jurisdictional entities: such as City of Houston CPC101 Form, Utility Companies, Mud Districts.
- Contact Commissioner of Precinct where subdivision is to be located prior to be placed on Agenda

**LIBERTY COUNTY, TEXAS
PROPOSED SUBDIVISION, PRELIMINARY PLAT
APPROVAL APPLICATION**

TO BE COMPLETED BY APPLICANT

Name of Proposed Subdivision: _____

Number of Lots: _____

Legal Location: _____

Physical Location: _____

Owner/Developer Name: _____

Address _____

Phone: _____ Fax: _____

Engineer/Surveyor Name: _____

Address: _____

Phone: _____ Fax: _____

TO BE COMPLETED BY COUNTY

Fee Received: _____

Received By: _____

Date Received: _____

Additional Comments: _____

SUBDIVISION FEES

PRELIMINARY PLAT APPLICATION \$250.00
+ \$20.00 PER LOT FOR THE FIRST 100 LOTS
AND \$15.00 PER LOT FOR REMAINING LOTS

FINAL PLAT APPLICATION \$350.00 +
\$25.00 PER LOT FOR THE FIRST 100 LOTS
AND \$20.00 PER LOT FOR REMAINING LOTS