

# Replat Checklist

**Fee \$250**

**Please double check if you have deed restrictions that do NOT allow further subdivision of lots?**

1. Letter of approval from **Fannin County Environmental dept. Or designee** for the Plat OSSF Site Plan & supporting documentation prepared by a Registered Sanitarian to verify that each of the lots in the subdivision are suitable for the use of On-Site Sewage Facilities (OSSF) (septic systems).  
Too include
  - A. Overall site plan
  - B. A topographic map
  - C. A 100-year Floodplain map
  - D. A soil survey
  - E. Location of water wells
  - F. Location of easements
  - G. A comprehensive drainage plan
  - H. A complete report detailing the types of OSSFs to be considered and their capability with the area-wide drainage and groundwater
  - I. Other requirements, including Edwards Aquifer requirements that are pertinent to proposed OSSF.
2. Provide proof of fully paid taxes, Tax certificate (the County Clerk will require a copy of this at filing)  
**Please note Per Texas Property Code 12.002**  
If the plat, replat, or amended plat or replat is filed after September 1 of a year, the plat, replat, or amended plat or replat must also have attached to it a tax receipt issued by the collector for each taxing unit with jurisdiction of the property indicating that the **taxes imposed by the taxing unit for the current year have been paid** or, if the taxes for the current year have not been calculated, a statement from the collector for the taxing unit indicating that the taxes to be imposed by that taxing unit for the current year have not been calculated.
3. Provide a copy of warranty deed and any deed restrictions
4. Provide a letter from the area **electric** and **water** utility company to confirm that services will be provided to the subdivision and when such service will be available.
5. Provide a letter from TX DOT stating that they will allow the necessary culverts and driveways, for FM roads and State Hwy's
6. Provide 1 Mylar, 1 digital & 4 copies of a plat prepared by a licensed surveyor.  
Subdivision regulations: - Pages 40,41 & 42 (Plat sizes **18 X 24** and **24 X 36** only)  
<http://www.co.fannin.tx.us/page/fannin.developmentservices>
7. Complete and submit a Development Application upload application and all supporting documents online at MGO at <https://www.mgoconnect.org/auth/cplogin>.
8. Fees will be applied and invoice on acceptance of application.
9. When all is present and correct Development services will present to commissioners Court
10. On approval from Commissioners court sign Plat and File with the County Clerk, include Tax certificate.