



**PLAT REVIEW CHECKLIST  
GENERAL INFORMATION  
Survey Plat Review Group**

The Plat of the referenced subdivision should conform to the attached Plat Review Check List. As required items are placed on the face of the final plat, a check mark should be placed in the designation corresponding to the item in the applicant column of the check list. The check list items not required for your particular plat should be labeled "N/A".

**Return a copy of the completed check list, along with thirteen copies and an 8-1/2" x 11" legible reduction of the Final Plat to:**

**City of Garland  
Planning Dept.  
Survey Plat Review Group  
800 Main St. 2<sup>nd</sup> floor  
Garland, Tx 75040**

Upon receipt of the plat copies and supporting documents, staff will review the plat for compliance with the City of Garland Platting Requirements.

A plat application is considered filed (complete) when all applicable city departments have reviewed and deemed the plat in order for Plan Commission consideration. At that point in time, the municipal authority is responsible for approving a plat within 30 days. A plat is considered approved by the municipal authority unless it is disapproved within that period. For a partial list of requirements, please refer to the Plat Checklist.

A plat that is complete and conforms to the City of Garland Platting Requirements will be released for Plan Commission approval and recording. Otherwise plats that do not conform and are incomplete will be returned to the applicant with a copy of the check list of the items that need to be addressed.

Please **submit five copies of the corrected plat along with an electronic copy in PDF format**, a comment response letter addressing each comment, and the completed check list to the Survey Plat Review Group (in Planning Dept.) at the above address. The plat will then be scheduled for final review. In the event all of the requirements listed on the check list are suitably addressed the final plat will be released. The Case Manager whose name is listed below is the contact for all matters concerning this final plat.

**CITY CASE MANAGER** \_\_\_\_\_

**PH NO.** \_\_\_\_\_ **EMAIL ADDRESS** \_\_\_\_\_



**PLAT REVIEW CHECKLIST**  
**Development Services**  
**Survey Plat Review Group**

\_\_\_\_\_ *PRELIMINARY* \_\_\_\_\_ *FINAL PLAT* \_\_\_\_\_ *REPLAT* (check one)

CITY CASE NO.: \_\_\_\_\_

SUBDIVISION NAME: \_\_\_\_\_

**GENERAL REQUIREMENTS (NOTE: ALL COMMENTS AND REQUIREMENTS FROM ALL DEPARTMENTS, WHICH MAY NOT BE INCLUDED IN THIS CHECKLIST, SHALL BE ADDRESSED:**

- | APPLI-<br>CANT | CITY<br>STAFF |   |
|----------------|---------------|---|
| 1.             | _____         | PLAT SHEET SIZE SHALL BE 24" X 36" AND HAVE A PERIMETER BORDER.   |
| 2.             | _____         | PLAT SHALL BE LEGIBLE.  |
| 3.             | _____         | TEXT HEIGHT NOT LESS THAN 10 CHARACTERS PER INCH (LEGAL DESCRIPTION, NOTES, CERTIFICATIONS, ETC.) OR MIN. 1/10 OF DRAWING SCALE (I.E.- IF SCALE IS 1"=30', TEXT SHALL BE A MIN. 3' IN HEIGHT)   |
| 4.             | _____         | SCALE OF 1" = 20', 30', 40' etc. OR LARGEST PRACTICAL SCALE, STANDARD SCALES ONLY (1"=80' OR SIMILAR NOT ALLOWED)   |
| 5.             | _____         | NORTH ARROW AND GRAPHIC SCALE ON PLAT   |
| 6.             | _____         | ALL LEADERS <b>SHALL HAVE ARROWHEADS</b> (THIS IS NOT OPTIONAL)   |
| 7.             | _____         | VICINITY MAP SHOWING: <ul style="list-style-type: none"> <li>• ALL THOROUGHFARES AND EXISTING STREETS BOUNDED BY THE TWO NEAREST INTERSECTING MAJOR THOROUGHFARES.</li> <li>• NORTH ARROW ON VICINITY MAP</li> <li>• SCALE IF ANY, OR THE STATEMENT "NOT TO SCALE".</li> <li>• (MAP SCALE SHALL BE AT LEAST EQUAL TO 1" = 2000")</li> </ul> |
| 8.             | _____         | NAME AND ADDRESS OF: <ul style="list-style-type: none"> <li>• SURVEYOR AND/OR ENGINEERING FIRM,</li> <li>• ALL OWNERS, AND/OR DEVELOPER.</li> </ul>   |
| 9.             | _____         | LEGEND INDICATING SYMBOLS USED ON PLAT. LEGEND SHALL INCLUDE ONLY THOSE SYMBOLS ACTUALLY APPEARING ON THE PLAT.   |
| 10.            | _____         | <b>DO NOT SHOW</b> TOPOGRAPHIC FEATURES (I.E. CONTOUR LINES, FLOOD PLAIN, UTILITIES, PARKING AREAS, TREES, SHRUBS, FENCES, PAVING, BUILDING AND STRUCTURES, ETC. (ENG. DEPT. MAY REQUIRE A SEPARATE SHEET SHOWING THESE ITEMS IF A DRAINAGE AREA MAP IS NOT INCLUDED WITH THE CIVIL ENGINEERING PLAN SET SUBMITTED FOR REVIEW).             |

**GENERAL NOTES**

11. \_\_\_\_\_ **ADD AS A GENERAL NOTE:**
- PROPERTY OWNERS OF CORNER LOTS SHALL MAINTAIN SIGHT VISIBILITY TRIANGLES IN ACCORDANCE WITH THE PROVISIONS OF THE TRAFFIC MANAGEMENT STANDARDS OF THE CITY OF GARLAND, TEXAS.
12. \_\_\_\_\_ ALL CONVEYANCE PLATS SHALL BEAR THE FOLLOWING NOTE ON ALL SHEETS:
- "THIS PLAT IS A CONVEYANCE PLAT ONLY, AND IS APPROVED SOLELY FOR THE PURPOSE OF DEFINING LOTS AND OTHER INTERESTS IN THE LAND DESCRIBED HEREIN. NO BUILDING PERMIT, CERTIFICATE OF OCCUPANCY, OR OTHER DEVELOPMENT APPROVAL SHALL BE ISSUED OR IS HEREBY INTENDED, NOR SHALL PERMANENT PUBLIC UTILITY SERVICE BE PROVIDED TO ANY LOT DESCRIBED ON THIS CONVEYANCE PLAT UNTIL A FINAL PLAT IS APPROVED, FILED OF RECORD, AND THE PUBLIC IMPROVEMENTS SHOWN THEREON HAVE BEEN ACCEPTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORDINANCES OF THE CITY OF GARLAND, TEXAS."*
13. \_\_\_\_\_ ALL **REPLATS** (NOT NEW PLATS) SHALL BEAR A PURPOSE OF REPLAT STATEMENT ON ALL SHEETS THAT IS GENERAL IN NATURE, **EXAMPLE:**
- "THE PURPOSE OF THIS REPLAT IS TO CREATE TWO ADDITIONAL LOTS FOR DEVELOPMENT OF STORAGE FACILITY AND ADD ADDITIONAL UTILITY EASEMENTS."*
14. \_\_\_\_\_ ALL PLATS SHALL NOTE WHAT TYPE OF MONUMENTATION IS SET AT ALL LOT CORNERS, TO **INCLUDE SIZE, TYPE OF MATERIAL, CAP COLOR & TEXT STAMPED THEREON. EXAMPLE:**
- "EACH LOT CORNER IS MONUMENTED BY A 5/8" IRON ROD WITH YELLOW PLASTIC CAP STAMPED 'RPLS 7777' UNLESS DENOTED OTHERWISE"*

**BOUNDARY REQUIREMENTS**

15. \_\_\_\_\_ BOUNDARY DRAWING DIMENSIONS SHALL AGREE WITH LEGAL DESCRIPTION DIMENSIONS INCLUDING:
- POINT OF COMMENCING ( IF APPLICABLE)
  - POINT OF BEGINNING
  - BEARINGS & DISTANCES
  - CURVE DATA TO INCLUDE:
    - a. DIRECTION TO THE RIGHT OR LEFT
    - b. DELTA ANGLE
    - c. RADIUS
    - d. CHORD BEARING FROM THE BEGINNING OF THE CURVE
    - e. CHORD LENGTH
    - f. ARC LENGTH
    - g. WHETHER CURVE IS TANGENT OR NON-TANGENT
16. \_\_\_\_\_ BOUNDARY OF AREA BEING PLATTED SHOULD BE OUTLINED WITH A **HEAVY SOLID BOLD LINE**; ALL OTHER LOT LINES (*LIGHTER WEIGHT THAN BOUNDARY*), AND ADJOINING PROPERTY (*LIGHTER WEIGHT THAN LOT LINE(S)*) SHOULD BE A SOLID THIN LINE.
17. \_\_\_\_\_ PLAT BOUNDARY LINES SHALL BE PUNCTUATED ONLY WITH OPEN CIRCLES (OR OTHER SYMBOL DENOTED IN LEGEND) AT THE ANGLE POINTS AND POINTS OF CURVATURE. CIRCLES OR OTHER CORNER SYMBOLS SHALL NOT BE PLACED BREAKING SUCH BOUNDARY LINES AT THE POINTS WHERE

THEY ARE INTERSECTED BY ADJOINING TRACT LINES. IF SUCH POINTS ARE MARKED WITH PHYSICAL OBJECTS, NOTE THE CHARACTER OF THE MONUMENT IN TEXT WITH AN ARROW TO THE LOCATION (TO AVOID ANY AMBIGUITY AS TO THE TERMINUS OF THE ANNOTATED BOUNDARY LINE).

18. \_\_\_\_\_ IDENTIFY OLD LOT LINES OR TRACT LINES WITH A **DOTTED LINE** AND GHOST IN (**USE DOT FONT**) OLD LOT NUMBERS, TRACT NUMBERS, ETC.
19. \_\_\_\_\_ LABEL EACH LOT & BLOCK WITH NUMBERS ONLY, **NO ALPHA CHARACTERS ALLOWED** (unless as part of a replat, i.e.- LOT 1R)
20. \_\_\_\_\_ LABEL AREA (SQUARE FOOTAGE AND ACREAGE) OF EACH LOT; CENTERED ON LOT OR IN TABLE.
21. \_\_\_\_\_ LABEL EXISTING ADDITIONS (**USE DOT FONT**) WITH VOLUME, PAGE, OR COUNTY CLERK FILE No., AND SOURCE OF RECORD (D.R.D.C.T, D.R.C.C.T. OR OTHER CONTIGUOUS COUNTIES WITHIN GARLAND CITY LIMITS)
22. \_\_\_\_\_ STATE A BASIS OF BEARING FOR PLAT ON ***DRAWING*** (even if stated in legal).

(SAMPLE STATEMENT)

*BASIS OF BEARING IS THE NORTH LINE OF MILLER ROAD (INSERT RECORDED BEARING, I.E. BEING NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST) AS RECORDED IN VOLUME 88327, PAGE 0235, DEED RECORDS OF DALLAS COUNTY, TEXAS, WITH CONTROLLING MONUMENTS GRAPHICALLY DENOTED BY "C.M."*

**IF GPS OBSERVATIONS ARE USED FOR BASIS OF BEARINGS, SEE EXAMPLE BELOW IN ITEM No. 23.**

23. \_\_\_\_\_ IDENTIFY STATE PLANE COORDINATES (TEXAS COORDINATE SYSTEM OF 1983) ON AT LEAST TWO CORNERS OF THE BOUNDARY INCLUDING METADATA. IF THE COORDINATES ARE NOT OBTAINED INDEPENDENT OF THE CITY'S GEODETIC CONTROL (VIA OPUS OR POST PROCESSED, STATE SO) LIST AT LEAST TWO CITY GPS/GEODETIC CONTROL MONUMENTS TIED TO AND THEIR COORDINATES AND METADATA (I.E.-2002 DATUM),

**EXAMPLE METADATA STATEMENT (DO NOT COPY THE NUMERIC VALUES IN THIS EXAMPLE):**

*COORDINATES (INSERT "AND BEARINGS" HERE IF USED FOR BASIS OF BEARINGS) SHOWN HEREON ARE NAD83(CORS96, EPOCH 2002) TIED TO THE TEXAS COORDINATE SYSTEM OF 1983, NORTH CENTRAL ZONE (4202) USING CITY OF GARLAND GEODETIC CONTROL (2002 DATUM) MONUMENTS 24 AND 25;*

<i>GPS24- N=7021483.019</i>	<i>GPS25- N=7023392.672</i>
<i>E=2538741.969</i>	<i>E=2545208.193</i>
<i>Z=554.14</i>	<i>Z=526.18</i>

*THE CONVERGENCE/MAPPING ANGLE AT THE P.O.B. (or label alternate point on dng with letter for reference here) IS 01°01'05" WITH A COMBINED SCALE FACTOR OF 0.999863513.*

24. \_\_\_\_\_ SUBMIT A GEOMETRIC CLOSURE FOR THE BOUNDARY OF THE AREA BEING PLATTED (***LABEL WITH PLAT NAME AT TOP***; THIS IS REQUIRED IN THE FINAL PLAT FILE PRIOR TO CONSIDERATION FOR BEING PLACE ON PLAN COMMISSION AGENDA, ATTACH **TO SUBMITTAL**):

- INCLUDE BEARINGS AND DISTANCES
- CURVE DATA TO INCLUDE:

- h. DIRECTION TO THE RIGHT OR LEFT (STATE IF NON-TANGENT)
- i. DELTA ANGLE
- j. RADIUS
- k. CHORD BEARING FROM THE BEGINNING OF THE CURVE
- l. CHORD LENGTH
- m. ARC LENGTH

- PRECISION OF BOUNDARY CLOSURE (MINIMUM 1:15000)

25. \_\_\_\_\_ AREA WITHIN 150 FEET OF THE PERIMETER OF PLATTED BOUNDARY SHALL BE DETAILED:

- **SHOW DISTANCES WITHIN 150 FEET ON ADJOINERS FOR LOT OR TRACT LINES TAKEN FROM DEEDS, PLATS, AND BLOCK MAP RESEARCH.**
- SHOW ADDITION NAME(S)
- PROPERTY OWNER NAME(S)
- SHOW LOTS AND BLOCKS, OR TRACTS, LABEL WITH APPROPRIATE NUMBERS, **ABSTRACT NO. & ACREAGE** (IN DEED IF UNPLATTED)
- SHOW VOLUME AND PAGE, AND SOURCE OF RECORD (D.R.D.C.T., ETC.).
- SHOW WIDTHS OF STREETS, ALLEYS, AND EXISTING EASEMENTS LEGIBLY. LABEL VOLUME AND PAGE AND SOURCE OF RECORD. ADD DISTANCE TIES ACROSS R.O.W. AT VARIABLE WIDTH R.O.W.
- OTHER PERTINENT DATA

26. \_\_\_\_\_ PROVIDE IMPROVEMENT/AS-BUILT SURVEY OF PROPERTY ON SEPARATE SHEET (13 COPIES) SHOWING ALL EXISTING STRUCTURES AND VISIBLE CITY INFRASTRUCTURE. EXISTING BUILDINGS MAY NOT EXTEND ACROSS PROPOSED PROPERTY LINES (PLAT BOUNDARY OR LOT LINES). PROVIDE LETTER (1 COPY) FROM PROPERTY OWNER THAT TO THE BEST OF HIS/HER KNOWLEDGE, VERIFIES THAT ALL ON-SITE IMPROVEMENTS/INFRASTRUCTURE ARE REFLECTED ACCURATELY **OR** A LETTER FROM OWNER STATING THAT TO THE BEST OF HIS/HER KNOWLEDGE, NO ON-SITE STRUCTURES EXIST.

**MONUMENTATION REQUIREMENTS**

27. \_\_\_\_\_ ALL MONUMENTATION SHALL BE LABELED AND DESCRIBED IN FULL ON DRAWING AND LEGAL DESCRIPTION, i.e- **5/8” IRON ROD WITH YELLOW PLASTIC CAP STAMPED “RPLS 777” FOUND FOR CORNER** (LEGEND MAY BE USED TO COMPLY WITH THE DRAWING PORTION OF THE REQUIREMENT). ***WHEN PLACING DESCRIPTION OF SUBDIVISION MONUMENTS ON DRAWING AND IN LEGAL DESCRIPTION, DESCRIBE IN FULL***, i.e.- 3-1/4” aluminum disc stamped “SMITH ESTATES-2007” set.

28. \_\_\_\_\_ COMPLIANCE WITH MONUMENTATION STANDARDS AS SET FORTH IN CHAP. 31, ART. I, SEC. 31.11, CITY OF GARLAND CODE OF ORDINANCES, INCLUDING SPECIFICATIONS SET FORTH BY CITY SURVEYOR. **ALL SUBDIVISIONS SHALL HAVE A MINIMUM OF 2 STANDARD CITY OF GARLAND SUBDIVISION MONUMENTS SET ON BOUNDARY (WITH STATE PLANE COORDINATES & METADATA STATEMENT) OR ALTERNATE LOCATION APPROVED BY THE CITY SURVEYOR (972-205-2157 - [gbreysac@ci.garland.tx.us](mailto:gbreysac@ci.garland.tx.us)).** ***WHEN PLACING DESCRIPTION OF SUBDIVISION MONUMENTS ON DRAWING AND IN LEGAL DESCRIPTION, DESCRIBE IN FULL*** i.e.- 3-1/4” aluminum disc stamped “SMITH ESTATES-2007” set.

29. \_\_\_\_\_ LABEL AT LEAST TWO FOUND CONTROLLING MONUMENTS ON PLAT, IF POSSIBLE.

**EASEMENT REQUIREMENTS**

30. \_\_\_\_\_ LABEL & DIMENSION EXISTING EASEMENTS AS MUCH AS POSSIBLE:

- LABEL TYPE OF EASEMENT, LABEL VOLUME AND PAGE OR COUNTY CLERK FILE No., AND LABEL EASEMENT RECORDING DATA (D.R.D.C.T., ETC.). AT A MINIMUM, TIE ESMT. TO BOUNDARY AT ENTRANCE & EXIT.

31. \_\_\_\_\_ EASEMENTS CREATED BY THIS PLAT SHALL BE LABELED AS TO TYPE, AND LOCATED WITH BEARINGS AND DISTANCES, **IF DEDICATED BY PLAT SHALL BE LABELED “BY THIS PLAT”**. IF GRAPHICALLY LIMITED BY SPACE, A NOTE MAY BE PLACED ON THE PLAT STATING “ALL EASEMENTS SHOWN HEREON ARE DEDICATED BY THIS PLAT UNLESS SPECIFICALLY NOTED OTHERWISE BY INSTRUMENT RECORDING INFORMATION”. IF DEDICATED BY SEPARATE INSTRUMENT SHOW VOLUME AND PAGE/COUNTY CLERK FILE NUMBER(S) AND SOURCE OF RECORD.

32. \_\_\_\_\_ ALL EASEMENT COMMENTS FROM CIVIL ENGINEERING PLAN SET REVIEW SHALL BE INCORPORATED AND SHOWN ON PLAT.

33. \_\_\_\_\_ ALL EASEMENTS SHALL BE SHOWN AS A DASHED LINETYPE. WHERE SEVERAL EASEMENTS ARE PARALLEL OR OTHERWISE INDISTINGUISHABLE, USE SMALLER/LARGER SCALE ON LINETYPES FOR EACH.

34. \_\_\_\_\_ ALL OFFSITE EASEMENTS REQUIRED FOR DEVELOPMENT **SHALL BE SHOWN** ALONG WITH VOLUME AND PAGE/COUNTY CLERK FILE NUMBER(S) OF RECORDING.

35. \_\_\_\_\_ AREAS TO BE ABANDONED WITHIN THE PLATTED AREA SHALL BE PROCESSED BY SEPARATE DOCUMENT AND RECORDING DATA AND/OR ORDINANCE/RESOLUTION NUMBERS SHALL BE NOTED ON PLAT **PRIOR TO APPROVAL**.

36. \_\_\_\_\_ LABEL ABANDONED EASEMENTS, RIGHT-OF-WAYS, ALLEYS, ETC., ABANDONED SINCE LAST PLAT OF AREA, TO INCLUDE:

- ORDINANCE NUMBER AND/OR RECORDING DATA, **SHALL BE SHOWN** WIDTH

37. \_\_\_\_\_ **TITLE BLOCK (USE THE FOLLOWING SEQUENCE FOR LAYOUT; 1-6)**

- LOCATED AT LOWER RIGHT HAND CORNER
- (1) FOR FINAL PLAT, CHANGE TITLE FROM PRELIMINARY PLAT TO **FINAL PLAT**
- FOR CONVEYANCE PLAT, HEADING IN TITLE BLOCK SHOULD BE LABELED **CONVEYANCE PLAT**
- (2) **ADDITION NAME** (SECTION NO., OR INSTALLMENT NO. IF NEEDED). **THIS TEXT SHOULD STAND OUT OR BE LARGER THAN ANY OTHER IN THE TITLE BLOCK**. THERE CAN BE NO DUPLICATION OF (OR CLOSELY SIMILAR TO) ANY EXISTING SUBDIVISION NAME. **ADDITION NAMES CANNOT BEGIN WITH THE WORDS “THE” OR “REPLAT” OR A NUMBER** (I.E. THE DUCK CREEK ADDITION, REPLAT OF DUCK CREEK ADDITION, OR 2116 DUCK CREEK ADDITION)

- (3) **LOT 000** (A NUMBER), **BLOCK 0000** (A NUMBER), (I.E. LOTS 1-12, BLOCK 1). REFERENCE SOURCE (OPTIONAL; I.E. REPLAT OF LOT 00, BLOCK 000, OF THE SNARLEY ADDITION) USE SMALLER/LIGHTER WEIGHT FONT
- (4) **SURVEY AND ABSTRACT NO.** (I.E. JAMES WINSLOW SURVEY, ABSTRACT NO. 000)
- (5) **CITY OF GARLAND, DALLAS COUNTY, TEXAS** (OR APPROPRIATE COUNTY), SHALL BE ON PLAT
- (6) **CITY CASE NUMBER** (ISSUED WITH SUBDIVISION APPLICATION, I.E. 050714-1).

FINAL PLAT

**DUCK CREEK NO. 3 ADDITION**

LOTS 1-185, BLOCK 1  
 REASON CRIST SURVEY, ABSTRACT NO. 153  
 CITY OF GARLAND, DALLAS COUNTY, TEXAS  
 CITY CASE NO. 111111-1

*or*

FINAL PLAT

**OAKWOOD ESTATES**

LOTS 1,2,3 BLOCK 1  
 A REPLAT OF LOTS 4, 5, 6, BLOCK 7 OF  
 GLENWOOD HEIGHTS NO. 2  
 REASON CRIST SURVEY, ABSTRACT NO. 153  
 CITY OF GARLAND, DALLAS COUNTY, TEXAS  
 CITY CASE NO. 222222-2

38. \_\_\_\_\_ **OWNER'S CERTIFICATE** (LABEL HEADING; OWNER'S CERTIFICATE)

- LABEL; **STATE OF TEXAS**
- LABEL; **COUNTY OF DALLAS** (OR APPROPRIATE COUNTY)
- OWNERS NAME (SHALL MATCH DEED EXACTLY)

39. \_\_\_\_\_ **LEGAL DESCRIPTION**

GENERAL DESCRIPTION:

- VESTING DEED FOR CURRENT OWNER REFERENCED WITH COMPLETE RECORDING INFORMATION IN GENERAL DESCRIPTION OF LEGAL, **A COPY OF THE RECORDED DEED/DEEDS SHALL BE FURNISHED FOR PLATTED PROPERTY, ATTACH TO SUBMITTAL.**
- **REFERENCE:**
  - SURVEY, ABSTRACT NO.
  - TRACT INFORMATION
  - PRIOR ADDITION NAME, INCLUDE SUBJECT LOT AND BLOCK, WITH VOLUME AND PAGE, OR PREVIOUS OWNERS AND DEEDS OF REFERENCE, WITH VOLUME AND PAGE OR CO. CLERK No., AND COUNTY RECORD LOCATION.

**SPECIFIC DESCRIPTION:**

- POINT OF COMMENCING ( IF APPLICABLE)
- POINT OF BEGINNING
- COMMENCE OR BEGIN AT A STREET INTERSECTION, RECORDED ADDITION CORNER, OR LOT CORNER OF A RECORDED ADDITION.
- PROVIDE BEARINGS AND DISTANCES (BEARINGS TO SECONDS, DISTANCES TO HUNDRETHS), AND CURVE DATA TO INCLUDE:
  - i. DIRECTION TO THE RIGHT OR LEFT
  - ii. CENTRAL ANGLE
  - iii. RADIUS

- iv. CHORD BEARING FROM THE BEGINNING OF THE CURVE
- v. CHORD LENGTH
- vi. ARC LENGTH

- **COMPLETE MONUMENTATION DESCRIPTIONS** (EXAMPLE: TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP STAMPED "RPLS 7777" SET).
- **CONCLUDE LISTING SQUARE FOOTAGE AND ACREAGE OF PLATTED AREA, I.E. AND CONTAINING 43,560 SQUARE FEET OR 1.000 ACRES OF LAND (SQUARE FEET TO WHOLE FOOT, AND ACREAGE TO THOUSANDTHS).**

40. \_\_\_\_\_ **OWNER'S DEDICATION (LABEL HEADING; OWNER'S DEDICATION)**

- NAME OF ADDITION IN DEDICATION *SHALL BE IN BOLD TYPE. DO NOT PUT LOT AND BLOCK NUMBERS WITH NAME OF ADDITION.*
- VARIABLE TYPES OF DEDICATION STATEMENTS USED BUT ALL OF STANDARD CITY OF GARLAND FORM; CORPORATE OWNER, PRIVATE/INDIVIDUAL OWNER, PRIVATE STREETS, ACCESS ESMTS.
- IF APPLICABLE, INCLUDE DRAINAGE WAY OR DETENTION AREA INSCRIPTIONS PER CHAP. 31, ART. I, SEC. 31.06 AND 31.36, CITY OF GARLAND CODE OF ORDINANCES.
- OWNER'S SIGNATURE BLOCK SHALL CONTAIN, IN ADDITION TO SIGNATURE LINE, SEPARATE LINES LABELED FOR "PRINTED NAME" AND "TITLE" IF SIGNING FOR A CORPORATION, CHURCH, OR OTHER BUSINESS ENTITY.

41. \_\_\_\_\_ **PLAN COMMISSION SIGNATURE BLOCK (FOR CHAIRMAN & SEC.) INCLUDING 180 DAY FILING STATEMENT (ALLOWABLE TIME FOR FILING)**

42. \_\_\_\_\_ **THE FOLLOWING STATEMENT WILL BE USED FOR THE THE SURVEYOR'S CERTIFICATE ON THE RECORDED FINAL PLAT:**

SURVEYOR'S AFFIRMATION:

I, \_\_\_\_\_, a Registered Professional Land Surveyor, licensed by the State of Texas, affirm that this plat was prepared under my direct supervision, from recorded documentation, evidence collected on the ground during field operations and other reliable documentation; and that this plat substantially complies with the Rules and Regulations of the Texas Board of Professional Land Surveying, Texas Local Government Code, Chapter 212, and the subdivision rules and regulations of the City of Garland, Texas. I further certify that monumentation shown hereon was either found or placed and is in substantial compliance with the City of Garland Code of Ordinances, Sec. 31.11; and that the digital drawing file accompanying this plat is a precise representation of this Signed Final Plat.

Dated this the \_\_\_\_\_ day of \_\_\_\_\_, 200\_

(Signature)

\_\_\_\_\_  
(Surveyor's Typed Name)

Texas Registered Professional Land Surveyor No. \_\_\_\_\_"

43. \_\_\_\_\_ **NOTARY STATEMENTS FOR ALL SIGNING PARTIES**

- OWNER/OWNERS, OWNER'S AGENT
- LAND SURVEYOR

44. \_\_\_\_\_ **FLOODWAY/FLOODPLAIN REQUIREMENTS, ETC.** (FOR PLATS IN FLOODPLAIN, JURISDICTIONAL WATERS OF THE U.S., ETC.)
- FOR PLATS WITH MINIMUM FINISH FLOOR ELEVATIONS, **THE FLOOD STUDY, FIRM PANEL/FIS, OR OTHER SOURCE USED TO DETERMINE THE MIN. F.F. ELEVATIONS SHALL BE CITED WITH PERTINENT ITEMS IDENTIFIED** (i.e.- Engineering Firm/Engineer, Panel Number/FIS Volume , Date of Document, etc.) AND OTHER INFORMATION AS DIRECTED BY THE ENGINEERING DEPT. FLOODPLAIN ADMINISTRATOR.
  - FLOODWAY/FLOODPLAIN MAY REQUIRE DEDICATION AS AN EASEMENT PER SEC. 31.29 AT THE DISCRETION OF THE FLOODPLAIN ADMINISTRATOR
  - IF REQUIRED, MONUMENTATION SET ON LINE, TO BE SHOWN ON THE PLAT DRAWING
44. \_\_\_\_\_ **FRANCHISE UTILITY APPROVAL LETTERS** SHALL PROVIDE APPROVAL LETTERS FROM EACH FRANCHISE UTILITY BEFORE PLAT WILL BE ALLOWED TO PROCEED TO PLAN COMMISSION. FRANCHISE UTILITY CONTACT INFO. AND SAMPLE LETTER IS AVAILABLE FROM THE PLANNING DEPT. (IT IS THE APPLICANT'S RESPONSIBILITY TO OBTAIN CURRENT CONTACT INFO. FOR FRANCHISE UTILITIES IF PROVIDED LIST IS NOT CURRENT)
45. \_\_\_\_\_ **APPROVAL LETTERS, MISC.** ANY LETTERS OF AGREEMENT FROM OTHER ENTITIES SUCH AS, BUT NOT LIMITED TO, CITY OF GARLAND PARKS DEPT., TMPA, NTMWD, ETC. SHALL BE PROVIDED BEFORE PLAT WILL BE ALLOWED TO PROCEED TO PLAN COMMISSION.
46. \_\_\_\_\_ **CITY SURVEYOR'S MARK-UP** RETURN CITY SURVEYOR'S MARK-UP OF THE PREVIOUS PLAT SUBMITTAL WITH THE CURRENT SUBMITTAL.
47. \_\_\_\_\_ **FOLDED PLATS** *ALL PLATS SHALL BE FOLDED* ACCORDING TO THE INSTRUCTIONS ATTACHED HERETO (***TITLE BLOCK OUT***), OR BE 8-1/2"x 12" OR SMALLER, **NO EXCEPTIONS.**

**THIS COMPLETED LIST SHALL ACCOMPANY THE PLAT SUBMITTAL. COMPLETE ALL APPLICABLE ITEMS. PLACE A CHECK MARK IN THE SPACE LABELED "APPLICANT". ITEMS THAT ARE NOT APPLICABLE TO YOUR SITUATION SHOULD BE LABELED "N/A".**

**ADDITIONAL COMMENTS: *SEE RED-LINE MARK-UP FOR FURTHER INFO.***

---



---



---



---



---



---



---



---

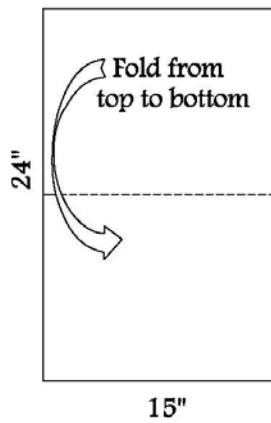
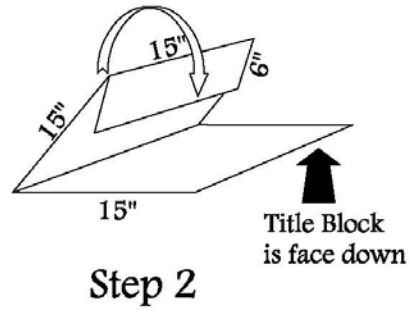
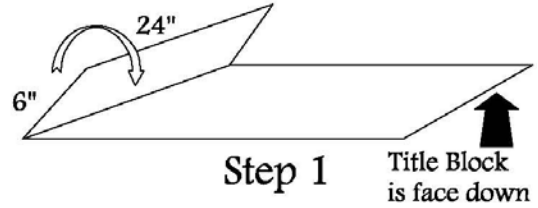
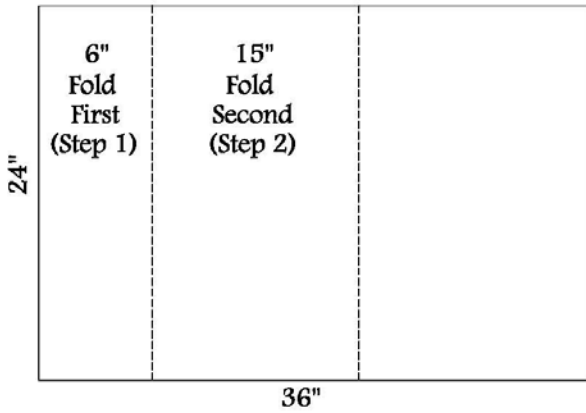


---

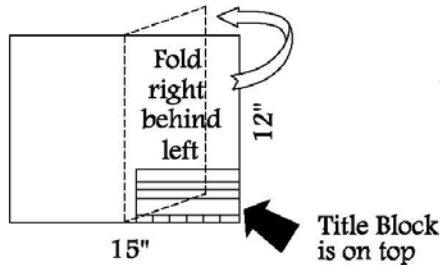
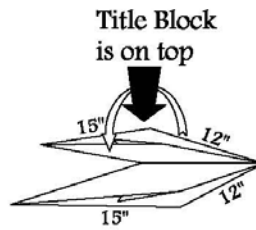
(FINAL 04/29/08)

FINISHED SIZE SHALL BE APPROXIMATELY 7.5" X 12" AND FOLDED SO  
**OUTSIDE PORTION IS THE TITLE BLOCK**

Folding a 24" x 36" Plat  
 WITH TITLE BLOCK OUT



Step 3



Step 4

