



## PERMIT AND INSPECTION 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.
- 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 the 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: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# **LIBERTY COUNTY, TEXAS**

## **SUBDIVISION FEES**

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

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