



## CITY OF CONROE

---

### FINAL PLAT OR FINAL REPLAT

The following documents are provided as required by the City of Conroe for use in the above titled platting submittals:

- *Final Plat or Final Replat Application (2-pages)*
- *Final Plat or Final Replat Administrative Checklist (2-pages)*
- *Final Plat or Final Replat Checklist (5-pages)*
- *Affidavit of Compliance (1-page)*
- *Owner's Certification (1-page)*
- *Surveyor's Certification (1-page)*
- *Maintenance Note (1-pages)*
- *Certificate of Approval by Planning Commission (1-page)*

In addition, refer to City of Conroe Standard Legal documents and Standard Easement forms as required for use in various platting and plan review submittals.

CITY OF CONROE

APPLICATION FOR FINAL APPROVAL OF SUBDIVISION PLAT OR REPLAT

PLAT SUBMITTALS MUST BE RECEIVED BY 4:00 PM, ACCORDING TO THE PUBLISHED PLANNING COMMISSION SUBMITTAL AND MEETING SCHEDULE TO BE ACCEPTED FOR REVIEW AND PLACEMENT ON THE AGENDA. INCOMPLETE SUBMITTALS SHALL BE REJECTED AND RETURNED WITHOUT REVIEW.

A. GENERAL INFORMATION (THIS SECTION MUST BE FULLY COMPLETED)

Name of Proposed Subdivision: \_\_\_\_\_

NAME AND CONTACT INFORMATION FOR ALL OWNERS INVOLVED (REQUIRED):

1. Business and Owner Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Email: \_\_\_\_\_

2. Company and R.P.L.S. Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Email: \_\_\_\_\_

3. Company and Licensed P.E. Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Email: \_\_\_\_\_

B. SUBDIVISION SPECIFICATIONS

1. General Location: City Limits \_\_\_\_\_ ETJ (Annexation Pending) \_\_\_\_\_

2. Survey Name \_\_\_\_\_ Abstract No. \_\_\_\_\_

3. Total Acreage \_\_\_\_\_ No. of Lots \_\_\_\_\_ No. of Blocks \_\_\_\_\_

4. Total Acreage in Reserves \_\_\_\_\_ No. of Reserves \_\_\_\_\_

5. Type of Subdivision:

Unit Development Residential \_\_\_\_\_ Single Family Residential \_\_\_\_\_ Industrial \_\_\_\_\_

Multi-Family Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Other \_\_\_\_\_ Explain \_\_\_\_\_

C. IMPROVEMENTS

1. Streets: Curb and Gutter \_\_\_\_\_ Asphalt \_\_\_\_\_ Concrete \_\_\_\_\_

2. General Drainage: Storm Sewer \_\_\_\_\_ Open Ditch \_\_\_\_\_

3. Sanitary Facilities: City of Conroe System \_\_\_\_\_ Septic System \_\_\_\_\_

Private Utility Company \_\_\_\_\_

M U D \_\_\_\_\_

4. Water Supply: City of Conroe System \_\_\_\_\_ Individual Wells \_\_\_\_\_

Private Utility Company \_\_\_\_\_

M U D \_\_\_\_\_

D. SCHEDULE OF FEES: Make check payable to the City of Conroe in the proper amount.

Application for a subdivision plat: \$1000.00 plus \$15.00 per lot, plus \$50.00 per acre for reserves.

Amount of submittal fee: \_\_\_\_\_

CITY OF CONROE

**NEW! Additional Fee Information for plat resubmittals (94-73)**

Final plats associated with a preliminary plat that require resubmittal due to insufficient or erroneous information as listed in the comments provided by the director are not charged a fee for two subsequent submissions and reviews. If a fourth submission is necessary the submission must be accompanied by a plat checking fee equal to the associated plat application fee. If a fifth submission is required, a fee equal to twice the associated plat application fee must accompany the submission. If a sixth or subsequent submission is necessary, a fee equal to three times the associated plat application fee must accompany the submission.

E. Are **VARIANCES** requested? ( )Yes ( )No

If yes, please attach the request on letterhead stating the variance(s) requested, the applicable city ordinance number(s), the City's present standards, and what specific, unique conditions exist that make the City's standards less applicable than what you propose. (Note that any deviations from the ordinance will require a variance to be granted by the Planning Commission.)

**F. CERTIFICATION**

This is to certify that, to the best of my knowledge, the information concerning the proposed subdivision is true and correct, that I am the actual owner or authorized agent for the owner of the above described property, and that I have complied with all of the City of Conroe Ordinance Requirements for submitting a preliminary plat or replat for approval.

\_\_\_\_\_  
Signature of Owner and/or Agent

\_\_\_\_\_  
Date

FOR ENGINEERING DEPARTMENT USE ONLY

DATE OF PLANNING COMMISSION MEETING: \_\_\_\_\_

**ADMINISTRATIVE CHECKLIST FOR FINAL PLAT OR FINAL REPLAT**

Subdivision Name/Section Number: \_\_\_\_\_

Date Preliminary Plat Approved: \_\_\_\_\_ Planning Commission Meeting Date: \_\_\_\_\_

**NOTE: ALL BLANKS IN THE "O.R." COLUMN SHALL BE FILLED IN BY THE OWNER'S REPRESENTATIVE (O.R.) WITH EITHER A CHECKMARK FOR "COMPLETED" OR N/A FOR "NOT APPLICABLE". (THE OTHER COLUMN IS FOR CITY USE.) UNLESS OTHERWISE NOTED, THESE REQUIREMENTS ARE FROM THE SUBDIVISION ORDINANCE, 94-111.**

	<u>CITY</u>	<u>O.R.</u>
1. CHECK PAYABLE TO CITY IN THE AMOUNT OF \$ _____ (SEE FINAL PLAT APPLICATION)	_____	_____
2. ORIGINAL TAX CERTIFICATE(S) WITH TAX ASSESSOR'S SEAL INDICATING THAT ALL REAL PROPERTY TAXES WHICH ARE DUE UPON THE LAND TO BE SUBDIVIDED HAVE BEEN PAID	_____	_____
3. THE WRITTEN CERTIFICATION OF AN ATTORNEY OR TITLE GUARANTY COMPANY, NOT OLDER THAN 30 DAYS, ATTESTING TO THE NAME OF EACH PERSON OR OTHER LEGAL ENTITY APPEARING IN THE REAL PROPERTY RECORDS OF THE COUNTY AS A CURRENT OWNER OR AS THE HOLDER OF A LIEN INTEREST IN THE REAL PROPERTY TO BE SUBDIVIDED, TOGETHER WITH THE RECORDING INFORMATION IDENTIFYING THE INSTRUMENT ESTABLISHING SUCH INTEREST	_____	_____
4. A FINAL CERTIFICATE OF COMPLETION ISSUED BY THE CITY ENGINEER (IF APPLICABLE)	_____	_____
<b>OR</b>		
5. A SUBDIVISION DEVELOPMENT AGREEMENT, AN APPROPRIATELY SECURED BOND, REQUIRING COMPLETION OF ALL REQUIRED IMPROVEMENTS NOT PREVIOUSLY ACCEPTED AS COMPLETE BY THE CITY OF CONROE (THE SUBDIVISION DEVELOPMENT AGREEMENT MUST BE RECORDED, PROVIDE FILING FEES LISTED IN # 9 BELOW)		
1) AN APPROPRIATELY SECURE BOND	_____	_____
2) A SUBDIVISION DEVELOPMENT AGREEMENT	_____	_____
<b>AND</b>		
6. ONE (1) STAPLED COPY OF ENGINEERING PLANS <u>PREVIOUSLY APPROVED</u> BY THE CITY (PLANS MUST BE ROLLED)	_____	_____
7. AN ENGINEER'S ESTIMATE <u>PREVIOUSLY APPROVED</u> FOR ALL REQUIRED IMPROVEMENTS	_____	_____
8. MAINTENANCE ENTITY – COVENANTS, (ON THE PLAT OR BY SEPARATE DOCUMENT) PROVIDING FOR MAINTENANCE OF REQUIRED IMPROVEMENTS TO BE PRIVATELY MAINTAINED (SIGNED ORIGINAL, WITH FUNDS FOR RECORDATION, IF SEPARATE DOCUMENT)	_____	_____
9. CHECKS MADE PAYABLE TO THE COUNTY CLERK:		
1) \$ _____ FOR PLAT (\$30.00 PER PLAT PAGE, PLUS \$11.00 PER PLAT, PLUS \$10.00 RECORD ARCHIVE FEE). ANY ADDITIONAL DOCUMENTS TO BE RECORDED WITH PLAT (\$16.00 FOR THE 1 <sup>ST</sup> PAGE, PLUS \$4.00 FOR EACH SUBSEQUENT PAGE, PLUS \$10.00 RECORD ARCHIVE FEE). FOR CONFORMED PLAT COPIES (\$10.00 FOR EACH PLAT PAGE)	_____	_____
2) \$ _____ FOR THE SUBDIVISION DEVELOPMENT AGREEMENT (IF REQUIRED) (\$16.00 FOR THE 1 <sup>ST</sup> PAGE, PLUS \$4.00 FOR EACH SUBSEQUENT PAGE, PLUS \$10.00 RECORD ARCHIVE FEE). (SEPERATE CHECK REQUIRED)	_____	_____

CITY OF CONROE

- 10. WRITTEN EASEMENTS, APPROVED AND RECORDED, SECURING ALL NECESSARY OFF-SITE DRAINAGE, UTILITY, ACCESS OR OTHER EASEMENTS ACROSS PROPERTY OUTSIDE THE PLAT BOUNDARY \_\_\_\_\_
- 11. FIVE (5) COPIES OF THE PROPOSED FINAL PLAT OR FINAL REPLAT (PLATS ROLLED IN SETS, BY NUMERICAL SHEET ORDER, ONE ROLL, NOT STAPLED) \_\_\_\_\_
- 12. COMPLETED APPLICATION FOR FINAL APPROVAL OF SUBDIVISION PLAT OR REPLAT \_\_\_\_\_
- 13. LETTER OF AUTHORIZATION TO REPRESENT OWNER IN THE PLATTING PROCESS (IF DIFFERENT FROM THE PRELIMINARY PLAT) (SIGNED BY OWNER/DEVELOPER) \_\_\_\_\_
- 14. COMPLETED FINAL PLAT OR FINAL REPLAT CHECKLIST (94-116) \_\_\_\_\_
- 15. WRITTEN REQUEST FOR VARIANCES (IF NEEDED) \_\_\_\_\_
- 16. ONE HARD COPY OF MONTGOMERY COUNTY 911-ADDRESSED FINAL PLAT OR FINAL REPLAT \_\_\_\_\_
- 17. ELECTRONIC COPY OF CLOSED SUBDIVISION BOUNDARY ONLY (DWG / DXF FORMAT) REFERENCED TO TEXAS CENTRAL ZONE STATE PLANE COORDINATES, INCLUDING CTB FILE. NO XREF ALLOWED \_\_\_\_\_
- 18. A COPY OF A FEMA - APPROVED LOMC, IF APPLICABLE \_\_\_\_\_
- 19. FOR REPLAT ONLY, AFFIDAVIT OF COMPLIANCE FOR REPLAT NOTIFICATION AND PUBLISHING REQUIREMENTS (PUBLIC HEARING SCHEDULED AND PROPERTY OWNERS NOTIFIED IF REQUIRED) (94-153,154) \_\_\_\_\_
- 20. FOR REPLAT ONLY, A LEGIBLE EXHIBIT OF THE ORIGINAL SUBDIVISION PLAT (8 1/2" x 11) SHOWING THE BOUNDARY OF THE AREA TO BE REPLATTED IN RED, AND INCLUDING ADDITIONAL PREVIOUSLY UNPLATTED ADJACENT PROPERTY IN RED, IF APPLICABLE \_\_\_\_\_
- 21. ONE EXECUTED MYLAR ORIGINAL (20"x24" SHEET SIZE) OF THE PROPOSED FINAL PLAT OR FINAL REPLAT SHALL BE SUBMITTED FOR RECORDATION AFTER ALL CONDITIONS BY THE PLANNING COMMISSION HAVE BEEN SATISFACTORILY ADDRESSED \_\_\_\_\_
- 22. DO NOT SUBMIT ELECTRONIC COPY OF FINAL PLAT OR FINAL REPLAT UNTIL ALL COMMENTS HAVE BEEN ADDRESSED (94-121(b)(1)(d)) \_\_\_\_\_

\_\_\_\_\_  
Signature of Developer/Agent

\_\_\_\_\_  
Date

CITY OF CONROE

FINAL PLAT OR FINAL REPLAT CHECKLIST

SUBDIVISION NAME/SECTION NUMBER: \_\_\_\_\_

NOTE: ALL BLANKS IN THE "O.R." COLUMN SHALL BE FILLED IN BY THE OWNER'S REPRESENTATIVE (O.R.) WITH EITHER A CHECKMARK FOR "COMPLETED" OR N/A FOR "NOT APPLICABLE". (THE OTHER COLUMN IS FOR CITY USE.)

**SURVEYING REQUIREMENTS BEFORE FINAL APPROVAL (94-112)**

	<u>CITY</u>	<u>O.R.</u>
(a.) No final plat or final replat may be approved until actually surveyed upon the ground by, or under the supervision of a registered professional land surveyor. The surveyor shall set, or leave as found, sufficient, stable and reasonably permanent monuments to represent or reference the property or boundary corners, angle points, and points of curvature or tangency. All survey monuments (set or found) shall be shown and described with sufficient evidence of the location of such monuments on the plat.	_____	_____
1) Surveys shall comply with the minimum standards of the Texas Professional Land Surveying Practices Act and the Professional and Technical Standards, as listed in Sections 663.13 through 663.19 of the General Rules of Procedures and Practice manual.	_____	_____
2) Surveys shall be tied to the Texas State Plane Coordinate System in the zone in which the property is located and the zone shall be identified on the plat. The zone for the Conroe City Limits is "NAD83 Texas Central Zone (2002 ADJ) (FIPS 4203)".	_____	_____
3) A reference orientation and statement of supporting data for the orientation shall be noted on the plat for azimuths and bearings. Examples of acceptable orientations: Grid, Assumed, Magnetic, Deed, Reference or True.	_____	_____
4) Angles, bearings and azimuths shall be labeled on all lines and shall be referenced to the coordinate system.	_____	_____
5) A grid factor and elevation factor, or a combined scale factor, to derive from "Surface" values to "Grid" values, and vice versa, to at least seven decimal places (i.e. 0.9999483) shall be noted on the plat.	_____	_____
6) Distances shall be labeled on all lines, with an indication whether "Grid" or "Ground" distances are shown.	_____	_____
7) A minimum of two state plane coordinate pairs of "Surface" values, in U.S. survey feet units, shall be labeled on every survey. Coordinate pairs shall not be truncated for ease of use, shall be carried out to the fourth decimal place (i.e. N 10111340.3385, E 3834808.8539) and shall also reflect the Latitude/Longitude of each point, with the "seconds" carried out to the fourth decimal place (i.e. Lat. N (+) 30°18'42.1756", Long. W (-) 095°27' 27.3845".) (94-112(a))	_____	_____

CITY OF CONROE

(b.) For each new subdivision, one elevation benchmark shall be set within a dedicated street right-of-way, if possible, but outside of the paved area of roadway, with the location of the benchmark reflected on the plat. The benchmark shall consist of a three-inch brass disk, at natural ground level, atop a column of concrete having a diameter no less than 6-inches buried no less than 3-feet deep. The name and section number, if any, of the subdivision and the elevation shall be stamped on the brass disk. Benchmarks shall be based on North American Vertical Datum of 1988 (NAVD 88) and be referenced to at least (2) published NGS (National Geodetic Survey) monuments. Set benchmark shall be noted as to whether elevation is measured in Geoid '03 or Geoid '09. The existing benchmark used to set the subdivision benchmark shall be noted on the plat, including the elevation and datum. (94-112(b))

\_\_\_\_\_

(c.) The requirement to set a new subdivision elevation benchmark is waived if a Texas Department of Transportation elevation benchmark, a City of Conroe elevation benchmark or a previously set elevation benchmark within an existing recorded subdivision is located within 500 feet of the proposed subdivision plat boundary and the stamped elevation of the existing benchmark is referenced to the City's published datum. The location and description, including the elevation and datum of the existing benchmark used shall be reflected upon the plat. (94-112(c))

\_\_\_\_\_

**AGREEMENT FOR COMPLETION OF REQUIRED IMPROVEMENTS (94-113)**

**NO FINAL PLAT OR FINAL REPLAT MAY BE APPROVED UNTIL:**

**CITY      O.R.**

1. The director has issued a certificate evidencing completion of all required improvements. (94-113(a)(1))

\_\_\_\_\_

**OR**

2. The Owner/Developer has entered into an improvement agreement, appropriately secured, obligating the owner or developer to complete the required improvements within two years of the date of final plat approval. (94-113(a)(2))

\_\_\_\_\_

3. And Subdivision Improvement Plans have been approved by the City Engineer.

\_\_\_\_\_

4. The chair of the planning commission, with the approval of the city attorney may enter into an improvement agreement on behalf of the City. The improvement agreement must require construction of the improvements in accordance with the developer's approved plans and standards and specifications of the City. Each improvement agreement must be additionally secured in favor of the City in an amount equal to the estimated completion costs of the required improvements. Such completion costs shall be estimated by the developer's engineer subject to the approval of the director. (94-113(b))

\_\_\_\_\_

**PROVISION FOR MAINTENANCE OF PRIVATE IMPROVEMENTS (94-115)**

**CITY      O.R.**

1. Whenever required improvements are intended for private dedication, the planning commission may not grant final plat approval unless the developer first makes provision for a maintenance entity. The maintenance entity must be authorized to assess the costs of private facility repair and maintenance to lot owners within the subdivision. The maintenance entity must be established by covenants, (on the plat or by separate document), running with the land, which provide for a lien against the subdivision lots to secure payment of the assessed costs. The covenants must authorize, but not obligate, the City to exercise the maintenance assessment power in place of the maintenance entity and to secure the assessed costs with a lien against the subdivision lots. The covenants must provide that no provision relating to the maintenance of required improvements or the power to assess the costs of such maintenance may be amended without the express consent of the City. The covenants, unless noted using the standard City language upon the plat, executed in recordable form, must be tendered for filing with the final plat. (94-115)

\_\_\_\_\_

**FORM AND CONTENTS OF FINAL PLAT OR FINAL REPLAT (94-116)**

**NOTE: THE FINAL PLAT OR FINAL REPLAT MUST CONFORM TO ANY CONDITIONS OF PRELIMINARY PLAT APPROVAL AND MUST SHOW THE FOLLOWING ITEMS.**

**CITY      O.R.**

1. Each final plat or final replat must be drawn to a scale no smaller than 100 feet to one inch, with a minimum text size of 1/10<sup>th</sup> inch, on one or more sheets of 20" x 24" mylar, which is the sheet size acceptable for filing in the map records of the county clerk (94-116(a))
2. The name of the proposed subdivision. (94-109(b)(1))
3. The proposed section number, if any. (94-109(b)(2))
4. The total acreage within the subdivision, the total number of lots, and the total acreage within all reserves. (94-109(b)(3))
5. The name and address of the owner. (94-109(b)(4))
6. The name and address of the surveyor preparing the plat. (94-109(b)(5))
7. The north-arrow and standard engineering scale. (94-109(b)(6))
8. A vicinity map, showing the location of the subdivision in relation to the city limits of Conroe, existing streets, lakes, rivers or other major streams, with the subdivision name and north-arrow included. (94-109(b)(7))
9. The subdivision boundary drawn in a heavy line with all bearings, distances, and all curve information shown. A scaled bearing and distance from a corner of the subject tract to the original survey (patent) of which the newly created tract is a part and stating that the bearing and distance is scaled. If the subject tract is being newly created, at least two corners are to be referenced to two corners of the parent tract with bearing and distance. (94-109(b)(8))

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



CITY OF CONROE

- 10. All natural or artificial water or drainage courses or facilities, streets, alleys, pipelines, utility or other easements, located within the subdivision and which are apparent on the ground or are evidenced by instruments recorded in the real property records of the County, together with all extensions of such water or drainage courses or facilities, streets, alleys, pipelines, utility or other easements within 200 feet of the boundaries of the land to be subdivided. (94-109(b)(9)) \_\_\_\_\_
- 11. For all adjoining lands, a depiction of the boundaries together with a reference to the ownership of the adjoining land and the recorded instruments which define such boundaries, provided, however, that for adjacent subdivided lands it shall be sufficient to refer to the subdivision name and recording information without reflecting the ownership of individual adjacent lots. (94-109(b)(10)) \_\_\_\_\_
- 12. The location and boundaries of areas within the subdivision which are located within the 100-year floodplain or floodway, as scaled from the official Flood Insurance Rate Map(s) applicable to the land shall be shown in a heavy solid line with reference to the applicable flood insurance rate map panel number and date. (94-109(b)(11)) \_\_\_\_\_
- 13. All proposed blocks and lots, together with their proposed numbering. (94-109(b)(12)) \_\_\_\_\_
- 14. Complete bearings and dimensions for all front, rear and side lot or block lines. (Proper use of ditto marks, line tables and curve tables are allowed.) (94-109(b)(13)) \_\_\_\_\_
- 15. All front, rear, and side lot building setback lines. (94-109(b)(14)) \_\_\_\_\_
- 16. All proposed reserves, together with their proposed alphabetical designation, acreage, and use. (94-109(b)(15)) \_\_\_\_\_
- 17. The name, width and layout of proposed streets, roads and alleys, including complete curve data, the length and bearings of all tangents, and dimensions from all angle point and points of curve to an adjacent side lot line. (94-109(b)(16)) \_\_\_\_\_
- 18. All proposed utility, drainage or other easements. (94-109(b)(17)) \_\_\_\_\_
- 19. All proposed open spaces, parks, and recreational areas. (94-109(b)(18)) \_\_\_\_\_
- 20. Any required dedications or reservations necessary to conform to the master plan. (94-109(b)(19)) \_\_\_\_\_
- 21. Lot and block design requirements (94-251,252,253) \_\_\_\_\_
- 22. Urban estate residential subdivision requirements (94-254) \_\_\_\_\_
- 23. Unit development requirements (94-255,256) \_\_\_\_\_

CITY OF CONROE

- 24. Manufactured home subdivision requirements (94-258) \_\_\_\_\_
- 25. Screening requirements (94-261) \_\_\_\_\_
- 26. The plat must comply with Chapter 102 of the City of Conroe Vegetation Ordinance. \_\_\_\_\_
- 27. Streets and right-of-way requirements (94-291-300) \_\_\_\_\_
- 28. The required owner’s certification and dedication, signed and acknowledged by each owner of property within the subdivision or by some person duly authorized to act as the owner’s agent. (94-116(b)(1)) \_\_\_\_\_
- 29. The required lien holders’ subordination signed and acknowledged by each legal entity holding a lien against any portion of the subdivision property. (94-116(b)(2)) (Use the standard City of Conroe language) (See Sec. 94-118 or “Standard Legal Documents”.) \_\_\_\_\_
- 30. The required surveyor’s certification. (94-116(b)(3)). (Use standard City of Conroe language). \_\_\_\_\_
- 31. The required planning commission certification. (94-116(b)(4))(Use standard City of Conroe language.) \_\_\_\_\_
- 32. The certificate of filing by the county clerk. (94-116(b)(5)) (Use standard County language.) \_\_\_\_\_
- 33. Sheet size no greater than 20” X 24”. (Required by County Clerk) \_\_\_\_\_

**REQUIREMENTS FOR REPLATS:**

- 1. Refer to Texas House Bill Section 7. Section 212.015, Texas Local Government Code, for public hearing requirements for replats. \_\_\_\_\_

\_\_\_\_\_  
Signature of Developer/Agent

\_\_\_\_\_  
Date



# CITY OF CONROE

Est. 1904

## AFFIDAVIT OF COMPLIANCE FOR CITY OF CONROE, TEXAS REPLAT NOTIFICATION AND PUBLISHING REQUIREMENTS

Section 94-154, Article III, of Chapter 94, Subdivisions, Code of Ordinances, City of Conroe, Texas requires a public hearing prior to the approval of any proposed replat requiring a Variance. This *Affidavit of Compliance* certifies that notice of the hearing on the following replat was given by U.S. Mail and newspaper publication as required by Section 94-154 and House Bill 3167. (Check box below for Public Hearing requirement.)

Original Subdivision Name: \_\_\_\_\_

Original Section Number: \_\_\_\_\_

Original Lot/Block Number: Lot: \_\_\_\_\_ /Block \_\_\_\_\_

Montgomery County Clerk's File Number of Original Subdivision: \_\_\_\_\_

Signature of Engineer/Surveyor or Owner-Developer: \_\_\_\_\_ Date: \_\_\_\_\_

Name Printed: \_\_\_\_\_  
Engineer/Surveyor/Owner-Developer

- A Public Hearing is required for this Replat.
- A Public Hearing is NOT required for this Replat.

NOTE: ENGINEER OR SURVEYOR MUST AFFIX SEAL, ALL OTHER SIGNATURES MUST BE VERIFIED BY A NOTARY.

State of Texas  
County of Montgomery

Before me the undersigned notary public on this day personally appeared \_\_\_\_\_ known to me be the person whose name is subscribed to the above and foregoing document and, being by me first duly sworn, declared that the statements contained therein are true and correct.

\_\_\_\_\_  
Notary Public, State of Texas

Notary's Seal

## CITY OF CONROE

### OWNER'S CERTIFICATION AND DEDICATION

STATE OF TEXAS  
COUNTY OF MONTGOMERY

"That (Owner's name) herein acting individually or through the undersigned duly authorized agents, does hereby adopt this plat designating the herein described real property as the \_\_\_\_\_ Subdivision, and does hereby make subdivision of said property according to the lines, streets, alleys, parks, and easements therein shown, and dedicate to public use forever all areas shown on this plat as streets, alleys, parks, and easements, except those specifically indicated as private; and does hereby waive any claims for damages occasioned by the establishing of grades as approved for the streets and alleys dedicated, or occasioned by the alteration of the surface of any portion of streets or alleys to conform to such grades and does hereby bind Owner, and Owner's successors and assigns to warrant and forever defend the title to the land so dedicated.

"Owner hereby certifies that Owner has or will comply with all applicable regulations of the City of Conroe, Texas, and that a rough proportionality exists between the dedications, improvements, and exactions required under such regulations and the projected impact of the subdivision.

#### WHERE PRIVATE STREETS ARE DEDICATED ADD:

"Where streets or alleys are dedicated for private use, such dedication shall include an easement covering the street area which permits the installation, operation and maintenance of water, sewer, gas, electric, telephone, cable television or other such utility facilities by the city and other utilities lawfully entitled to provide service to the abutting property. The easement shall also provide a right of access to public agencies engaged in both routine and emergency public services, including law enforcement, fire protection, medical response, inspection and code enforcement."

- (b) The certification and dedication statement must be signed by each owner and acknowledged in the manner provided for the acknowledgment of deeds. In the event that the number of owners makes it impractical for the signature of each such owner to appear upon the plat, then, the plat may be signed and acknowledged by an agent or attorney in fact on behalf of such owners, provided that a valid power of attorney or other appropriate instrument establishing such agency is filed in the real property records of Montgomery County, Texas.

CITY OF CONROE

Each final plat must bear the following certificate signed by a registered professional land surveyor:

*Surveyor's Certification*

This is to certify that the undersigned, a registered professional land surveyor of the State of Texas, has platted the above subdivision from an actual survey on the ground; that this plat correctly represents the survey; and that all boundary corners, angle points and points of curvature or tangency are properly monumented as required by the applicable regulations of the City of Conroe, Texas and the Texas Board of Professional Land Surveying.

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Texas Registration No. \_\_\_\_\_

(SEAL)

## CITY OF CONROE

### MAINTENANCE NOTE

*The appropriate note below may be placed on the plat **in lieu of providing separate covenants**. It protects the City's interest regarding the maintenance of required subdivision improvements for private dedication.*

#### Maintenance Covenant for Residential Subdivisions

Private streets, storm water detention facilities, common areas, streetlights and screening devices, not maintained by governmental entity, shall be maintained by the property owners within the subdivision. The City of Conroe may repair any such private facility if it determines that the condition of the facility would interfere with the provision of any governmental service, or pose a significant threat of injury to person or property outside the subdivision. A repair made by the City shall not obligate the City for future maintenance of the facility. The cost of repairs by the City shall be assessed against the owners of the lots within the subdivision. Such assessments are secured by a continuing Vendor's Lien, in favor of the City, that is hereby established upon each lot. This provision shall be a covenant running with the land, and shall be binding on each person purchasing a lot within the subdivision.

#### Maintenance Covenant for Commercial Subdivisions

Private streets, storm water detention facilities, common areas, streetlights and screening devices, not maintained by governmental entity, shall be maintained by the subdivision property owner. The City of Conroe may repair any such private facility, if it determines that the condition of the facility would interfere with the provision of any governmental service, or pose a significant threat of injury to person or property outside the subdivision. A repair made by the City shall not obligate the City for future maintenance of the facility. The cost of repairs by the City shall be assessed against the subdivision property owner. Such assessments are secured by a continuing Vendor's Lien, in favor of the City, that is hereby established upon the property and the reserves therein. This provision shall be a covenant running with the land, and shall be binding on subsequent property owners.

CITY OF CONROE

Each final plat must bear the following certificate to be signed by the Chairman and Secretary of the Commission upon final approval of the plat:

Certificate of Approval by Planning Commission

On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, this plat was approved by the Planning Commission of the City of Conroe, Texas. The approval will be automatically revoked if this plat is not filed in the Map Records of Montgomery County, Texas within one year of the date of approval.

“WITNESS the official signatures of the Chair and Secretary of the Planning Commission of the City of Conroe, Texas, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary