



## Appendix C: PLAT NOTES and CERTIFICATION LANGUAGE

### C1. OWNER DEDICATION

STATE OF TEXAS §

COUNTY OF CHAMBERS §

*(Separate statements may be made for each owner, or a joint statement made for all owners.)*

I (or We), (name of owner or owners, or in the case of corporations, name of President and Secretary, together with the words "President" and "Secretary" respectively of name of corporation) owner (or owners) of the property subdivided in the above and foregoing map of the (Name of Subdivision), do hereby make subdivision of said property (in case of corporation use words "for and on behalf of said name of company") according to the lines, streets, alleys, parks, reserves and easements shown herein, and designate said subdivision as (name of subdivision) in the (name of Head right Survey), Abstract (number), an addition in Chambers County Texas; and (in case of corporation use words "for and on behalf of said name of company" )do dedicate to public use, the streets, alleys, parks, reserves and easements shown thereon forever except where noted on the map for private streets; and do 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 the streets or alleys to conform to such grades; and do hereby bind myself (or ourselves), my (or our) successors and assigns to warrant and forever defend the title of the land so dedicated.

*(to be added if overhead utilities are used for service to the subdivision):*

There is also dedicated for utilities an unobstructed aerial easement five feet wide from a plane 20 feet above the ground upward located adjacent to each side of all utility easements shown hereon.

I (or We) do hereby dedicate forever to the public all drainage easements indicated on this map for drainage purposes, giving the County, Trinity Bay Conservation District (as applicable), or any public agency the right to enter upon said easements at any and all times for any public purpose.



Further, I (or We) hereby relinquish all rights of access to major streets or thoroughfares shown hereon except by way of the platted streets shown.

I (or We) certify that the plat of this subdivision complies with all the applicable Ordinances, Laws, and Statutes of Chambers County, the State of Texas and the United States of America as they may apply to this property.

WITNESS MY (or OUR) HAND(S) IN Chambers County, Texas,  
this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ .

/s/  
Signature of Owner Printed Name

/s/  
Signature of Owner Printed Name



**C2. NOTARY ACKNOWLEDGEMENT**

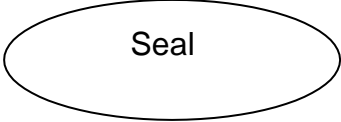
Notary Acknowledgment. *(May use separate acknowledgement for each owner or joint acknowledgement as applicable)*

STATE OF TEXAS §  
COUNTY OF CHAMBERS (or County where plat is signed)

Before me, the undersigned authority on this day personally appeared (name of owner or owners) known to me to be persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and considerations therein expressed, and in the capacity therein and herein set out.

Given under my hand and seal of office, this \_\_\_\_ day of , 20 .

/s/ \_\_\_\_\_ Notary Public in and for (County), Texas





**C3. LIEN HOLDER RELEASE AND ACKNOWLEDGEMENT**

Lien Holders Release

*(May use separate statement for each lien holder or joint statement as applicable)*

I (or We), (Name of lien holder), owner and holder of a lien (or liens) upon the land described herein, do hereby ratify and confirm said subdivision and dedication(s), and do hereby in all things subordinate to said subdivision and dedication the lien (or liens) owned and held by me (or us) against said land.

Witness my (or our) hand in (city or town), County, (State), this day of , 20 .

- /s/  
Signature of Lien holder Printed Name

- /s/  
Signature of Lien holder Printed Name

Lien Holder Notary Acknowledgement

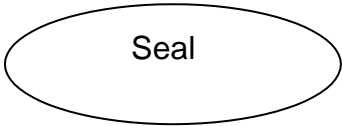
*(May use the following corporate statement or, if an individual, the statement above)*

STATE OF TEXAS §  
COUNTY OF CHAMBERS (or County where plat is signed)

Before me, the undersigned authority on this day personally appeared (name of President or authorized officer), and (name of Secretary), Secretary of (Name of corporation) known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and considerations therein expressed, and in the capacity therein and herein set out, as the act and deed of said corporation.

Given under my hand and seal of office, this \_\_\_\_ day of , 20 .

- /s/ \_\_\_\_\_ Notary Public in and for (County), Texas





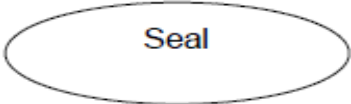
**C4. SURVEYOR CERTIFICATION**

**Surveyors Certification**

This is to certify that I, (name of surveyor), a Registered Professional Land Surveyor (or Texas State Land Surveyor), in the State of Texas, have platted the above subdivision from an actual survey made under my supervision on the ground on or during (date); that all monuments, block corners, angle points and points of curve are, or will be properly marked with iron rods a minimum of 1/2 inch in diameter and 24 inches in length with cap stamped \_\_\_\_\_. This subdivision is located in Flood Zone ("C" and/or "A#") according to FIRM Community Panel No. \_\_\_\_\_, dated \_\_\_\_\_. (If A# give Base Flood Elevation)

Date

Signature of Surveyor  
Printed Name and Title  
Texas Registration No.



**C5. COUNTY ENGINEER'S APPROVAL**

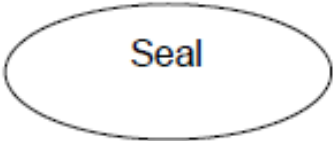
**County Engineer's Certification**

I, (name of County Engineer), do hereby certify that the plat of this subdivision complies with the Subdivision Regulations of Chambers County, Texas and Design Standards applicable thereto, this day of , 20 .

Date

/s/ P.E.

Signature Of County Engineer Printed Name and Title





**C6. COUNTY JUDGE’S CERTIFICATION**

**COUNTY JUDGE APPROVAL CERTIFICATION**

I, (name of County Judge), Chambers County Judge, upon approval and recommendation by the County Engineer and in accordance with the Chambers County Subdivision Regulations, do hereby certify that this subdivision plat complies with the aforementioned regulations as such and order said plat filed of record in the Office of the County Clerk of Chambers County, Texas this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
County Judge

**C7. HEALTH DISTRICT APPROVAL**

**COMMISSIONER’S COURT APPROVAL CERTIFICATION**

This is to certify that the Commissioner’s Court of Chambers County, Texas, on motion made, seconded, and adopted, has approved this Plat and Subdivision of (name of Subdivision) as shown heron, and ordered said plat filed of record in the office of the County Clerk of Chambers County, Texas this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

/s/ \_\_\_\_\_  
County Judge  
Printed Name and Title





**C8. FLOODPLAIN ADMINISTRATOR APPROVAL**

Based upon the representations of the Engineer or Surveyor whose seal is affixed hereto, and after review of the plat as represented by the said Engineer or Surveyor, I find that this plat complies with the Chambers County Floodplain Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. Chambers County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in this plat and the documents associated within it.

\_\_\_\_\_  
<name of current floodplain administrator> Date Chambers  
County Floodplain Administrator

**C9. ROAD NAME AND 911 ADDRESSING APPROVAL**

Road name and address assignments verified this the \_\_\_\_\_ day of, 20\_\_ A.D.

\_\_\_\_\_  
Chambers County Addressing Coordinator

**C10. COUNTY CLERK**

**County Clerks Certification**



FILED FOR RECORD  
This the \_\_\_\_\_ day of \_\_\_\_\_  
A.D. \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M.  
CLERK'S FILE NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PG. \_\_\_\_\_  
HEATHER H. HAWTHORNE  
County Clerk, Chambers County, Texas  
By \_\_\_\_\_ Deputy



## C11. ENVIRONMENTAL HEALTH APPROVAL

### ENVIRONMENTAL HEALTH NOTES

NOTE: (When Individual Water Wells and On-Site Sewer Facilities Are Utilized): IT IS HEREBY ACKNOWLEDGED that neither waste water treatment facilities or potable water will be provided to any lots in the subdivision platted hereon. Let it be known that each individual property owner shall be solely responsible for these services with the following restrictions:

To minimize the possibility of the transmission of waterborne diseases due to the pollution of the water supplied for domestic use, each lot in the platted subdivision shall have a site-specific design by a registered professional engineer or a registered sanitarian and approved by the local jurisdictional authority. In no instance shall the area available for such systems be less than two times the design area.

The Owner, Purchaser and Successors in interest to the land shown on this plat are served by on-site Sewage facilities. The owners agree and covenant that they will connect to public sewers at such as sewer service becomes available to any boundary line of the lots shown hereon. This covenant shall be enforceable of said lots by Chambers County and shall run with the land.

**NOTE: The top of all water wells and all mechanical parts associated with the on-site sewer facilities shall be a minimum of 12-inches above the Base Flood Elevation.**

### Environmental Health Certification

I, (name of Environmental Health Officer), Environmental Health Officer for Chambers County Texas, do hereby certify that the plat of this subdivision complies with the On Site Sewage Disposal Regulations of Chambers County, Texas, and design standards applicable thereto, this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.





**C12.TRINITY BAY CONSERVATION DISTRICT**

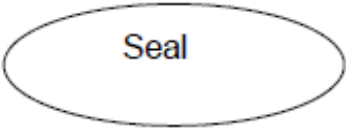
*(If subdivision lies within the jurisdiction of the Trinity Bay Conservation District this certification is required.)*

**Trinity Bay Conservation District Certification**

1, (name of District Official), do hereby certify that the plat of this subdivision complies with the Regulations of the Trinity Bay Conservation District and Design Standards applicable thereto.

. Date

/s/ \_\_\_\_\_  
Signature Of Certifying Official  
Printed Name and Title



**NOTE:**

“Any structure placed within a Trinity Bay Conservation District easement must be designed and constructed in accordance with all federal, state, and local regulations, and must have all appropriate permits in place prior to commencement of construction. These permits must include, but are not limited to, U.S. Army Corps of Engineers Section 404 and Section 10 permits. Design of said structure shall be reviewed, and approved by the Trinity Bay Conservation District prior to construction in attempt to reduce the potential for negative impacts to the regional drainage system.”



## Appendix D: PLAT APPLICATION

County Engineers' Office 201 Airport Rd  
Anahuac Tx 77514

SUBJECT PROPERTY INFORMATION	
APPLICATION DATE*:	RESUBMITTAL: YES NO
PROJECT NAME:	
PROJECT ADDRESS OR LOCATION:	
IF RESUBMITTAL, PROJECT FORMERLY KNOWN AS:	
NUMBER OF LOTS:	TOTAL ACREAGE:
JURISDICTION: _____ CITY LIMITS _____ ETJ _____ OUTSIDE ALL CITY LIMITS AND ETJs	

\*This application shall expire five (5) years from the Application date if the project becomes dormant, as defined by Sec. 245.005, Texas Local Government Code, as amended. This application shall expire forty five (45) days from the date the Application is submitted if, after proper notification, the Application remains incomplete, as defined by Sec. 245.002e, Texas Local Government Code, as amended.

TYPE OF APPLICATION		
PRELIMINARY PLAT _____	FINAL PLAT _____	AMENDED PLAT / REPLAT _____

DIGITAL FILE SUBMISSION
Google Earth. KMZ and ADOBE .pdf and AutoCAD .dwg to COUNTY ENGINEER Google Earth. KMZ and ADOBE .pdf and AutoCAD .dwg to 911 ADDRESSING

CONTACT INFORMATION						
AGENT INFORMATION				PROPERTY OWNER INFORMATION		
FIRM NAME:				OWNER NAME:		
CONTACT:				CONTACT:		
ADDRESS:				ADDRESS:		
CITY:	STATE:	ZIP:				
PHONE: ( )	FAX: ( )		CITY:	STATE:	ZIP:	
PHONE: ( )		FAX: ( )		EMAIL:		
DEVELOPER INFORMATION				SURVEYOR INFORMATION		
FIRM NAME:				FIRM NAME:		
CONTACT:				CONTACT:		
ADDRESS:				ADDRESS:		



CITY:	STATE:	ZIP:	CITY:	STATE:	ZIP:
PHONE: ( )	FAX: ( )		PHONE: ( )	FAX: ( )	
EMAIL:			EMAIL:		
ENGINEER INFORMATION			OTHER CONTACT INFORMATION (IF DIFFERENT)		
FIRM NAME:			OWNER NAME:		
CONTACT:			CONTACT:		
ADDRESS:			ADDRESS:		
CITY:	STATE:	ZIP:	CITY:	STATE:	ZIP:
PHONE: ( )	FAX: ( )		PHONE: ( )	FAX: ( )	
EMAIL:			EMAIL:		

PROPERTY OWNER CONSENT/AGENT AUTHORIZATION		
<p>By my signature, I hereby affirm that I am the property owner of record, or if the applicant is an organization or business entity, that authorization has been granted to represent the owner, organization or business in this application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the development/subdivision of this property.</p>		
Signature:	Printed Name:	Date:
<p>By signing this form, the owner of the property owner authorizes Chambers County to begin proceedings in accordance with the process for this type of application indicated on page one of this application. The owner further acknowledges that submission of an application does not in any way obligate the County to approve the application and that although County staff may make certain recommendations regarding this application, the Commissioner's Court may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.</p>		
CALCULATION OF FEES		
PRELIMINARY PLAT: \$400 + ___ lots x \$10 per lot = \$_____	FINAL PLAT: \$500	AMENDED PLAT / REPLAT: \$500

RECEIPT BY CHAMBERS COUNTY (Office use only)	
Date Application Received: ____/____/20__	Date Application Accepted / Rejected: ____/____/20__
Signature:	Signature:
<p>Receipt of this application by Chambers County does not provide confirmation or acceptance of a complete application, nor does it waive requirements for any additional information not contained</p>	



## Appendix E: LOT REQUIREMENTS

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### E1. LOT DIMENSIONS

Lots with Curb and Gutter Streets shall be a minimum of 55 feet in width as measured at the front property line. Lots with open ditch streets shall be a minimum of 100 feet in width as measured at the front property line.

For determining the area required for an on-site sewage facility, the minimum lot size shall be in accordance with the current regulations of the Chambers County and Cities Health District, or with the requirements of any other agency responsible for issuing permits for on-site sewage disposal as may be designated by the Chambers County Commissioner's Court. Drainage reserves, easements, beds and banks of wet weather creeks, bodies of water, and road widening easements shall not be included when calculating the lot area.

### E2. SET BACK REQUIREMENTS

The building setback line on all TxDOT highways and major County roads shall be 50 feet from the edge of the right- of-way.

The building setback line on all public roads other than major highways and roads shall be 25 feet from the edge of the right-of-way.

The following roads are designated as major highways and roads. The Commissioner's Court may specify additional roadways upon recommendation by the County Engineer:

- All state and federal system roadways
- All County thoroughfares

If the building set back lines as stated above conflict with the setback requirements adopted by a municipality, the municipal requirements shall prevail if they are in the ETJ of the municipality.



## APPENDIX F: ROADWAY FEATURES

Standard Specifications Table 9	LOCAL	LOCAL	COLLECTOR	COLLECTOR	ARTERIAL	ARTERIAL	MAJOR	MAJOR
	Open Ditch	Curb & Gutter	Open Ditch	Curb & Gutter	Open Ditch	Curb & Gutter	Open Ditch	Curb & Gutter
Total Street Width *	24'	29'	40'	41'	TBD	TBD	TBD	TBD
ADT RANGE**	0-1999	0-1999	2000-3999	2000-3999	4000-9999	4000-9999	10,000 plus	10,000 plus
Lane width	12'	12'	12'	12'	12'	12'	4 lanes 12'	4 lanes 12'
Paved Shoulder Width	NA	NA	8'	8'	8'	8'	8'	8'
Sod Shoulder Width***	6'	NA	3'	NA	3'	NA	3'	NA
Right of Way Width	70'	50'	80'	70'	100'	100'	120'	120'
Minimum Lot Width @ Right of Way line	100'	55'	100'	55'	100'	100'	100'	100'
Minimum Design Speed	30 mph	30 mph	35 mph	35 mph	45 mph	45 mph	45 mph	45 mph
Cross Slope Range	1.5%-3.0%	2%-3%	1.5%-3.0%	2%-3%	2%	2%	2%	2%
Minimum Pavement Design All have 6-8" LIME Subgrade	2" ACP 8" FLEX-BASE	7" JRCP	3" ACP "D" 10" FLEX-BASE	8" JRCP 8" Lime subgrade	2" ACP "D" 4" ACP "C" 10" FLEXBASE	9" JRCP 1.5" ACP "D"	TBD	TBD
Minimum Horizontal Clearance	10'	3'	10'	3'	10'	3'	TBD	TBD
Minimum Vertical Clearance	14.5'	14.5'	14.5'	14.5'	14.5'	14.5'	14.5'	14.5'
Roadway Design Loading	H-20	H-20	H-20	H-20	H-20	H-20	H-20	H-20
Bridge Design Loading	HS-20	HS-20	HS-20	HS-20	HS-20	HS-20	HS-20	HS-20

**NOTES:**

\*TOTAL STREET WIDTH – IS MEASURED FROM BACK OF CURB TO BACK OF CURB FOR CURB AND GUTTER OR EDGE OF SURFACE TO EDGE OF SURFACE FOR OPEN DITCH

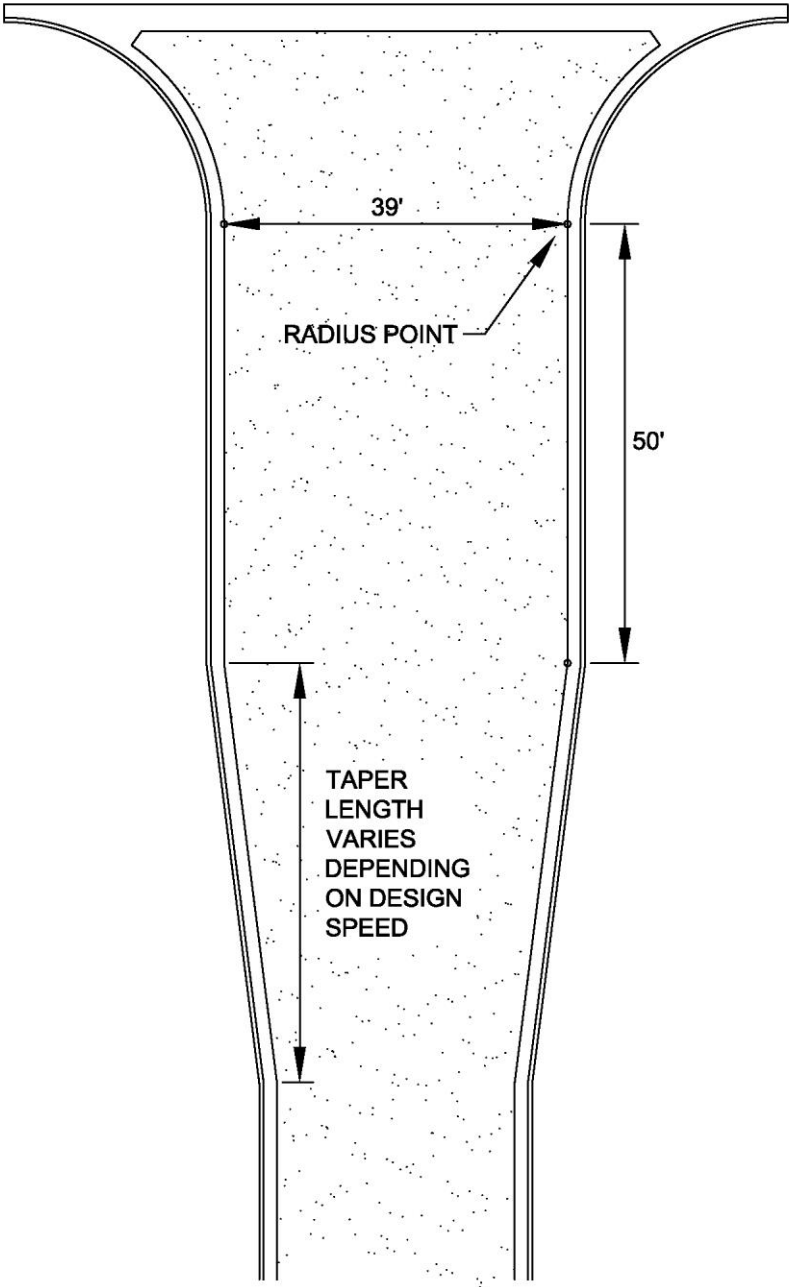
\*\* ADT RANGE – EACH LOT REPRESENTS 8 ADT WITH EXCEPTION TO ANY COMMERCIAL LOTS

\*\*\*SOD SHOULDER WIDTH – SHALL BE APPROXIMATELY 4 % CROSS SLOPE

TBD – SHALL BE DETERMINED THROUGH ENGINEER STUDY



# APPENDIX G: INTERSECTION APPROACH DETAIL





## APPENDIX H; COUNTY CLERK'S RECORDING CHECKLIST

It shall be the responsibility of the Owner to record a plat with the Chambers County Clerk. A plat will not be recorded until all of the following requirements have been met:

- L.1 **Previous approval of the subdivision plat.** All plats must have been approved by a municipal planning / development department or the County Commissioners' Court prior to recording by the County Clerk's Recording Office.
  - L.1.1 If the subdivision is located **within the city limits** of a municipality the plat must have been approved by the municipality and must have been signed by the appropriate official(s). *Contact the municipal planning department for information.*
  - L.1.2 If the subdivision is located **within the extra-territorial jurisdiction (ETJ)** of a municipality the plat must have been approved by the municipality or the County Commissioners' Court and must have been signed off by the appropriate official(s). *Contact the municipal planning department or the County Engineer's office at (512) 943-3330 for information.*
  - L.1.3 If the subdivision is **not located within the city limits or the ETJ** of a municipality the plat must have been approved by the County Commissioners' Court and must have been signed by the appropriate official(s). *Contact the County Engineer's office at (512) 943-3330 for information.*
- L.2 **County Clerk requirements for recording subdivision plats.** These items can be delivered to the Recording Office in person, by courier, by mail or electronically.
  - L.2.1 **Copy of the subdivision plat.** At least one copy of the subdivision plat, including all signatures and seals except those for the County Judge and a Deputy County Clerk. **Digital copies of plats** can be submitted via the Chambers County Website. Digitized plats must be in Group IV TIF format, with resolution of 400 dots per inch and should have been made from 18" x 24" originals.
  - L.2.2 **Affidavit(s) for Recordation.** An original, signed and notarized affidavit is required from each entity owning property included in the subdivision. Digital copies are not being accepted at this time but paper copies may be delivered in person or by mail. See *Appendix M.*
- L.3 **Chambers County Tax Certificate(s).** Texas State law requires submittal of an original tax certificate for each tract or parcel included in the subdivision, so at least one Chambers County Tax Certificate is required for every subdivision plat, showing that the taxes are currently in good standing (Property Code, Section 12.002 (e)).
  - L.3.1 Tax certificates are required even for non-taxable entities such as churches and government agencies.



L.3.2 The Recording Office will accept digitized copies of tax certificates but only if submitted by the tax office. *Contact the Chambers County Tax Assessor Collector's office*

L.4 **County Plat Recording Fees.** Recording fees total \$91.00 for the first sheet in a subdivision plat. Additional sheets in the plat, if any, are charged at \$75.00 per sheet.

	1 sheet	2 sheets	3 sheets	4 sheets	5 sheets	6 sheets	7 sheets
1 copy	\$91.00	\$166.00	\$241.00	\$316.00	\$391.00	\$466.00	\$541.00
2 copies	same	same	Same	Same	same	same	same

L.4.1 The Recording Office will record and process up to 2 copies of a plat for the fees noted above.

L.4.2 These fees apply to digital plat images as well as to hard copies.

L.5 **Plat Cover Sheet.** The submitter should fill in the name of the subdivision and the contact information, leaving all other portions blank.

L.6 **Items Returned to the Plat Submitter.** The plat submitter will receive all recorded copies of the plat, a copy of the Plat Map Recording Sheet, a receipt for recording fees, and, if requested, a copy of the Plat Cover Sheet. Tax Certificates and affidavits will be kept by the County.

L.7 **Plat Cover Sheet.** The submitter shall fill in the name of the subdivision and the contact information, leaving all other portions blank. See Appendix O.

L.8 **Font Size.** All text on subdivision plats shall have a font size of 10 points or greater.





## APPENDIX J: FEE SUMMARY

Preliminary Plat Review	\$400 + \$10/lot
Final Plat Review	\$500
Construction Plan Review	\$400 + \$10/lot
Other Fees:	
Public Notice	\$100 + actual cost
Replat / Amendment of Final Plat	\$500
Variances	\$250/type
Extension of Preliminary Plat*	No fee*
Vacation of R.O.W or Easement	\$100
Construction Inspection	2% of construction cost**
Drainage Analysis Fee	\$1000
Additional Drainage review expense	Charged as invoiced

***\*No fee for a preliminary plat extension with no modifications. If there are modifications, the fee will be \$30/lot for only those lots being modified.***

***\*\*Based on the cost of soil erosion and sedimentation controls, and roadway and drainage construction***