

**CLERK'S CHECKLIST FOR
SUBDIVISIONS AND PLATS**

*****ALL INK MUST BE IN BLACK (INCLUDING SEALS)*****

*****CHECKLIST MUST BE COMPLETED PRIOR TO FINAL APPROVAL OF PLAT*****

SUBDIVISION _____ REPLAT _____

NAME OF OWNER _____

_____ 1 - 18" x 24" Original print of final plat with original signatures and seals*

_____ 1 - 11" x 17" print copy for recording purposes*

_____ Restrictions (N/A if none)

_____ Field Notes

_____ 911 Coordinator Approval (Go to Sheriff's Office)*

_____ Tax certificate or statement of account issued by Central Appraisal District*

_____ Drainage Survey (must be submitted with Final plat prior to approval)

_____ Certificate from Hydrologist on Ground Water availability study, or SCWD as applies **

_____ Verification letter from Utility providers **

_____ Utility Easements must be on the final plat

_____ Stamp and Signatures of Surveyor*

_____ Clerk's Certificate*

(See wording below. The blank lines need to be big enough to write the information in.)

_____ Space for Judge & all four Commissioners to sign*

_____ Subdivision Plats must state **"For Residential Purposes Only"** in **BOLD***

All Items on check list must be initialed

* Item only required to be completed on Replats

**Item must be attached to check list

Certificate of Record §

The State of Texas §

County of Somervell §

I, Michelle Reynolds, County Clerk of Somervell County, Texas, do hereby certify that the foregoing plat, with its certificate of authentication was filed for record in my office on the ___ day of _____, 20___ at ___ o'clock ___ m in the Official Public Records (OPR) of said County in Plat Cabinet ___ Slide ___

In testimony whereof, witness my hand and official seal of office, the ___ day of _____, 20___.

Michelle Reynolds

Clerk, County Court

Somervell County, Texas