



Final Plat Application

Requirements - APPLICATION MUST BE FULLY COMPLETED OR WILL NOT BE ACCEPTED

This application must be completed and returned to the Planning and Development Department of the City of Harker Heights, Texas along with the following:

1. Payment per the most recently approved fee schedule
2. Signed Original Field Notes and Dedication Pages
3. Paper Plan Submissions: Ten (10) Copies of Plat and Seven (7) sets of Final Engineering Plans
4. Electronic Submissions: Plat and Engineering Plans submitted to department email in PDF format.
5. Completed Final Plat Checklist

City of Harker Heights
 Planning & Development
 305 Miller's Crossing
 Harker Heights, TX 76548
 Phone: (254) 953-5647
 Email:
planning@harkerheights.gov

Property Information:

Plat Name: _____ **Date Submitted:** _____

Number of Lots: _____ **Number of Units/Suites:** _____ **Acreage:** _____

Site Address or General Location: _____

Residential Commercial Both **On Site Detention Proposed with Subdivision:** Yes No Other

Date of Preliminary Plat Approval by P&Z: _____

Owner Information & Authorization:

Property Owner: _____

Address: _____

Phone: _____ **E-Mail:** _____

Developer: _____

Address: _____

Phone: _____ **E-Mail:** _____

Engineer: _____

Address: _____

Phone: _____ **E-Mail:** _____

Surveyor: _____

Address: _____

Phone: _____ **E-Mail:** _____

For more information reference Section 154.22 Final Plat of the Harker Heights Code of Ordinances

I HEREBY UNDERSTAND AND ACKNOWLEDGE:

The final plat must be prepared in accordance with the City's subdivision rules and regulations and shall conform substantially to preliminary plat layout as approved. The subdivider will be required to install at his/her own expense all water lines, streets, sewer lines, drainage facilities, and structures within the subdivision accords to Section 154.36 of the Harker Heights Code of Ordinances.

All required improvements must be completed unless a Bond or Letter of Credit has been posted and attached in sufficient amount to assure completion.

A maintenance bond/surety instruments has been furnished to assure the quality of materials and workmanship and maintenance of all required improvements including the City's cost for collecting the guaranteed funds and administering the correction and/or replacement of covered improvements in the even the subdivider defaults.

The maintenance bond or other surety instrument shall be satisfactory to the city as to form, sufficiency and manner of execution. For water and sewer related improvements, the bond or other instrument shall be in an amount equal to 20% of the cost of improvements verified by the city Engineer and shall run for a period of one calendar year. Bonds or other instruments for streets and drainage facilities shall be in an amount equal to 40% of the improvements verified by the city Engineer and shall run for a period of two calendar years.

The applicant or their authorized representative must be present at all Planning and Zoning Commission and City Council Meetings at which their plat is on the agenda for discussion or action. Failure of the applicant or their authorized representative to appear before the Planning and Zoning Commission or City Council during a meeting on which their plat is on the agenda for discussion or action may be deemed a withdrawal of their plat.

Printed Name of Owner

Printed Name of Authorized Agent (Corporation/Partnership)

Signature of Owner

Signature of Authorized Agent (Corporation/Partnership)

SWORN AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, 20_____.

Signature of Notary Public

My Commission Expires: _____

STAFF ONLY -- DO NOT FILL OUT

Date Submitted: _____ Received By: _____ Case #: _____ Receipt #: _____

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