



**Planning Department**  
**Preliminary Plat Submission Checklist**

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

Date of submission: \_\_\_\_\_ A.C. \_\_\_\_\_

Submitted by: \_\_\_\_\_  
Name Firm Phone

**Plat Documents**

\_\_\_\_\_ Formal application (may use this checklist) and appropriate filing fee

\_\_\_\_\_ Five separate blue or black line 18" x 24" copies of the preliminary plat

\_\_\_\_\_ PDF of plat

\_\_\_\_\_ Two copies of a Traffic Impact Analysis

\_\_\_\_\_ Two copies of a Transportation Network Plan

\_\_\_\_\_ One Open Space System Plan

\_\_\_\_\_ One Tree Preservation Plan

\_\_\_\_\_ One slope map (if req. by Planning Director)

\_\_\_\_\_ Engineering Report that determines the best location and type of LID that shall be incorporated into the site

**For Applications Constructed in Phases**

\_\_\_\_\_ Conceptual Master Plan for entire parcel or subdivision

**For Subdivisions 10 acres or larger**

\_\_\_\_\_ Written inventory of existing natural features reflective of the Hill Country character

**Public Works Infrastructure Documents**

\_\_\_\_\_ Three copies preliminary water and sewer plans - Each bound with a copy of the plat

**Fire Code Official**

\_\_\_\_\_ Fire Protection Plan

Notes: \_\_\_\_\_

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