



## LAND PLAN CHECKLIST

**City of Rosenberg  
Planning Department**  
City Hall Annex Building  
2220 4<sup>th</sup> Street  
Rosenberg, Texas 77471  
832-595-3500  
www.rosenbergtx.gov

**Name of Development:** \_\_\_\_\_

**The following items must be included with the Initial Submittal of a Land Plat:**

- |                                    |  |
|------------------------------------|--|
| Application, filled out completely | Transmittal letter to applicable School District |
| Application fee (see fee schedule) | Lamar CISD                                       |
| Transmittal Letter                 | Needville ISD                                    |
| Traffic Impact Analysis            | Brazos ISD                                       |

**Graphic Requirements**

- North Arrow at top or left side of the plan
- Title block in lower right hand corner
  - Proposed name of Development, with all words spelled out
  - Legal description of Subdivision with survey and abstract number
  - Name, address, and phone number of: the sub-divider, recorded owner, land planner, engineer, and surveyor
  - Date of Preparation (Every revision will have a new date)
- Graphic Scale
  - 1" = 200'; or                    1" = 400' for large developments
- Vicinity Map in upper right hand corner (show: location of the subdivision, major roads, water bodies, city limits, MUD boundary, etc.)
- Perimeter of boundary drawn in bold solid line
- Adjacent political subdivisions and corporate limits
- Applicable district boundaries
- Names of adjacent additions or subdivisions with respective recording information and/or owners of adjoining parcels of unplatted land with respective recording information
- Designation of tracts as lots or reserves in accordance with anticipated usage
- Location, width, and names of all existing or platted streets or other public rights-of-way within and/or adjacent to the tract
- Existing drainage channels or creeks and other important natural features
- Table indicating number of typical lot sizes and the percentages of each by phase or sections and total development
- Topography with contours at five-foot intervals
- Existing pipelines, fee strips, and easements
- Show sections or phases of development
- Existing permanent buildings
- Railroad rights-of-way
- Park land dedication table

FOR OFFICE USE ONLY:	
Planning Director: _____	Date: _____
City Engineer: _____	Date: _____