



CITY OF LAVON

P.O. Box 340 – 120 School Rd. – Lavon, TX 75166
Office 972-843-4220 – Fax 972-843-0397 – Inspection 972-853-0855
Email: leann.mcclendon@cityoflavon.org

PLAT APPLICATION

Please type or print clearly. Incomplete applications will not be accepted.

Plat Submittal Checklist

The below items are to be submitted with all plat applications.

- Application (signed and dated)
 - 3 full size sets of plats (24x36)
 - 3 full size sets of construction plans (24x36)
 - Titles on pages should be descriptive & listed on table of contents.
 - 1 PDF and DWG plat(s) on CD
 - 1 PDF and DWG complete construction plan set(s) on CD
(Can be submitted on same disk as plat, but are not considered one)
- Must include the following:
- Detailed file description
 - Number of pages contained in file
- 1 half size sets of plats
 - 10 ½ size sets if it is **Final Submittal (Only on plat submittals)**
 - \$500.00 deposit for engineer review
 - Public Infrastructure Inspection fee on construction plans
(4% of project or cost; whichever is greater)

Project Representative:

If all required documentation are not submitted together your application will be denied.



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Authorization of Representation

Date: _____

To the City of Lavon
Collin County, Texas

This letter will serve as notice that I/we, _____, am/are the owner (s) of record of the property described in the attached survey documentation, submitted with this form, and do hereby authorize _____ to represent me (us) and my (our) interests in the property described in the attached exhibits (s) for the expressed purpose of this request.

Signature (Owner)

Signature (Owner)

Signature (Owner)

The State of Texas
County of _____

Before me, the undersigned authority, appeared _____,
on this the _____ day of _____, 20____.

(notary seal)

Notary Public in and for _____ County, Texas



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PLAT APPLICATION

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Declaration of Ownership

Date: _____

To the City of Lavon
Collin County, Texas

This letter will serve as notice that I/we, _____, am/are the owner (s) of record of the property described in the attached survey documentation, submitted with this form, for the purpose of any future proposed request (s) relating to this property.

Signature (Owner)

Signature (Owner)

Signature (Owner)

The State of Texas
County of _____

Before me, the undersigned authority, appeared _____,
on this the _____ day of _____, 20____.

(notary seal)

Notary Public in and for _____ County, Texas