



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.

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

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

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



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PLAT APPLICATION

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Company Making Submission		Property Owner	
Name: _____		Name: _____	
Address: _____		Address: _____	
City/State/Zip: _____		City/State/Zip: _____	
Phone #: _____	Fax #: _____	Phone # _____	Fax # _____
Authorized Person: _____		Authorized Person: _____	
Type of Submission	Date	Check List of Items Submitted	
<input type="checkbox"/> Preliminary Plat		<input type="checkbox"/> (two) full size sets of plats (24x36)	
<input type="checkbox"/> Final Plat		<input type="checkbox"/> (two) full size construction sets (24x36)	
<input type="checkbox"/> Re-Submittal		<input type="checkbox"/> (one) half size sets of plats (11x17)	
<input type="checkbox"/> Construction Plans		<input type="checkbox"/> (ten) half size sets of plats with final submission (11x17)	
<input type="checkbox"/> Other		<input type="checkbox"/> (one) PDF plats (on separate CD's)	
		<input type="checkbox"/> (one) PDF construction plans (can be included on plat CD)	
Pricing			
Preliminary Plat: C* D*		Per Fee Schedule	
Final Plat: C* D*		Per Fee Schedule	
Re-Plat: C* D*		Per Fee Schedule	
Public Infrastructure Inspection		Per Fee Schedule	
C* Costs shall include the actual costs to the City plus a 10 percent administrative fee. These fees shall be in addition to the permit fee required.			
D* To complete the plat please sign up as a collaborator in the MyGov system https://public.mygov.us/lavon_tx request access to the City of Lavon. Make a new request for the plat and download these forms along with plans.			
NOTICE TO APPLICANT: Any approval will be issued based on the information furnished in this application and on any submitted plats. It is subject to the provisions and requirements of the City of Lavon Code of Ordinances and any other applicable ordinances of the City, regardless of information and/or plans submitted.			
Authorized Representative (Printed Name)		Authorized Representative (Signature)	Date:
To be completed by the City			
In Takers Name:			
In takers Review Date:	PW Review Date:	COO Review Date:	Engineer Review Date:
<input type="checkbox"/> Accepted	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved
<input type="checkbox"/> Rejected	<input type="checkbox"/> Rejected	<input type="checkbox"/> Rejected	<input type="checkbox"/> Rejected
			P&Z Review Date:
			<input type="checkbox"/> Approved
			<input type="checkbox"/> Rejected
			Council Action Date:
			<input type="checkbox"/> Approved
			<input type="checkbox"/> Rejected
Comments:			