

Requirements for a Preliminary Plat:

General Information:

- The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions.
- The name and address of property owner or owners, and the planners, registered engineer, surveyor or other representatives processing the plat.
- Any City or extraterritorial lines traversing or on the boundary of the development.
- The names of the record owners of contiguous undeveloped lands.
- Appropriate fees and 20 paper copies, 1 set of 8 ½ x 11.

Boundaries, Acreage, Zoning and Uses:

- The development boundary lines, shown by continuous dark lines of sufficient width to be easily identified.
- The total acreage within the development, the identification of each existing and proposed type of land use, and the acreage for each use.
- All existing or proposed lots and blocks identified by letter or number within the development and the names and lot patterns of contiguous developments, shown by dotted or dashed lines.
- The existing and proposed zoning of the land to be developed and the zoning of adjacent land.
- The location and identification of all existing buildings, parking lots, driveways, and other significant structures.

Utilities:

- The identification, location, and size of all existing water and sanitary sewer lines and associated easements which are located within or on the boundaries of the development.
- The identification, location, and size of all proposed water and sanitary sewer lines and the associated easements which are proposed to serve the development, showing the location, size, and distance of any existing lines to which connections are proposed.
- Detailed information on the means by which any alternative water or sanitary sewer service is to be provided, such as by wells or septic systems.
- The location and routing of all existing or proposed lines, easements, and facilities for providing electrical services for the development.
- The identification, location, and size of all existing gas, petroleum, telecommunications, or similar common carrier easements located within or on the boundary of the development.

Streets, Sidewalks, and Driveways:

- The identification, location, and size of all existing streets and street rights-of-way located within the development or adjacent developments.
- The identification, location, and size of all proposed streets, sidewalk and slope right-of-way which are to serve the development, showing the proposed connection or alignment with existing or proposed streets in adjacent developments. Where there is no adjacent development, a key map shall be included to show the proposed fixture alignment and connection of the arterial or collector streets to the same type of streets in the nearest development.
- The location and width of any existing or proposed driveways which accesses or is proposed to access any existing or proposed arterial street located within or on the boundary of the development.

Drainage:

- The topography of the existing land included within the development and any major changes in topography resulting from development as shown by contour lines of two (2) foot vertical intervals. Upon prior approval of the City Engineer different contour intervals may be used.

- The identification, location, and approximate dimensions of all existing and proposed water courses, ponds, ditches, channels, floodway and floodplain boundaries, storm water improvements, drainage easements, or similar natural or man made drainage facilities or features located within or outside the boundaries of the development that do or will effect or impact storm water drainage or across the development property.
- Unless the City Engineer determines during the pre-design conference and after review of appropriate drainage study information that the development will not create the need for any drainage study information, that the development will not create the need for any drainage improvements, all developments shall be required to submit with the preliminary plat a preliminary drainage study, along with a drainage area map, containing the following information:
 - The delineation of the major contributing watersheds for storm water that crosses or is proposed to cross any property within or on the boundary of the development.
 - All areas outside of existing, or proposed drainage easements or street rights-of-way serving the development that will be inundated by the 100 year flood.
 - A summary of the drainage calculations used to determine the proposed storm water drainage system that will be necessary to serve the development. The calculations shall be prepared and submitted in accordance with Denton Drainage Design Manual in order to review and assess the adequacy of the proposed drainage system.
 - Expected impacts on offsite properties and proposed measures for remedying impacts.

Tree Preservation:

A. Single-Family residential subdivision developments:

- A developer shall submit a tree survey showing all protected/historic and protected/quality trees as defined in this division and an aerial photo of the property showing tree coverage. An overlay of the proposed development showing all improvements including rights-of-way, easements, lot patterns, etc., shall be superimposed on the tree survey. This document shall be provided with the submittal of a concept plan for zoning, development plan, zoning exhibit, preliminary plat, or final plat, whichever occurs first. Any subsequent changes to the plans shall be accompanied by a revised tree survey showing the changes /revisions. The tree survey, aerial photo and plan overly shall be to the scale of a minimum of one inch equals 100 feet (1"=100'). If the scale is impractical for the project, alternatives may be considered by the development review committee.

B. Non-Single Family Residential Development:

- A tree survey showing all protected/historic and protected/quality trees as defined in this division, an aerial photo of the property showing tree coverage, and all proposed improvements shall be submitted with an application for zoning, platting, or site plan as appropriate.
- A tree removal permit is required for all non-single family residential developments and may be obtained in conjunction with a building permit or as a separate permit.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Requirements for a Final Plat:

General Requirements:

- Appropriate fees and 20 paper copies and one (1) Mylar, one set of 8 ½ x 11.
- The signature of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgment of deeds.
- The date, scale, north arrow, and key map showing the location of the development in relation to existing streets and highways, dates of preparations and revisions.
- The proposed name of the development, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the City. Developers of phased developments shall use the same base name for different sections, identified by a section number.
- The development boundary lines, shown by continuous dark lines of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds.

The survey shall:

- Locate the boundaries with respect to a corner of the survey or tract of any original corner of the original survey abstract of which is a part (provided a note of description of the location of the survey abstract).
 - Describe and locate all permanent survey monuments, pins, and control points.
 - Identify the dimensions of the development.
 - Identify the city and county where the development is located.
 - Name, address, signature and seal of the registered professional land surveyor who prepared the plat.
- The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development.
 - Exact location, dimension, and description of all existing or recorded streets, alleys, easements, and public rights-of-way within the development intersecting or contiguous with its boundary or forming such boundary.
 - The exact location, dimensions, and description of all proposed streets, alleys, drainage and utility easements, parks, other areas, reservations, easements or other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.
 - All proposed streets or changes to be made in existing streets shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points.
 - The minimum finished floor elevations for all proposed buildings, if required by the committee. The elevations shall be stated as mean sea level rather than relative.
 - Building setback lines.
 - Signature block of the approving authority including Commission recommendation and council approval attested to by the City Secretary.
 - All required dedication and certification statements.

Tree Preservation:

A. Single-Family residential subdivision developments:

- A developer shall submit a tree survey showing all protected/historic and protected/quality trees as defined in this division and an aerial photo of the property showing tree coverage. An overlay of the proposed development showing all improvements including rights-of-way, easements, lot patterns, etc., shall be superimposed on the tree survey. This document shall be provided with the submittal of a concept plan for zoning, development plan, zoning exhibit, preliminary plat, or final plat, whichever occurs first. Any subsequent changes to the plans shall be accompanied by a revised tree survey showing the changes /revisions. The tree survey, aerial photo and plan overly

shall be to the scale of a minimum of one inch equals 100 feet (1"=100'). If the scale is impractical for the project, alternatives may be considered by the development review committee.

B. Non-Single Family Residential Development:

- A tree survey showing all protected/historic and protected/quality trees as defined in this division, an aerial photo of the property showing tree coverage, and all proposed improvements shall be submitted with an application for zoning, platting, or site plan as appropriate.
- A tree removal permit is required for all non-single family residential developments and may be obtained in conjunction with a building permit or as a separate permit.

***Note:** Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.*

Requirements for a Re-plat, Amending Plat, and Administrative Plat (Minor Plat):

General Requirements:

- Appropriate fees and 20 paper copies and one (1) Mylar, one set of 8 ½ x 11.
- The signature of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgment of deeds.
- The date, scale, north arrow, and key map showing the location of the development in relation to existing streets and highways, dates of preparations and revisions.
- The proposed name of the development, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the City. Developers of phased developments shall use the same base name for different sections, identified by a section number.
- The development boundary lines, shown by continuous dark lines of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds.
The survey shall:
 - Locate the boundaries with respect to a corner of the survey or tract of any original corner of the original survey abstract of which is a part (provided a note of description of the location of the survey abstract).
 - Describe and locate all permanent survey monuments, pins, and control points.
 - Identify the dimensions of the development.
 - Identify the city and county where the development is located.
 - Name, address, signature and seal of the registered professional land surveyor who prepared the plat.
- The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development.
- Exact location, dimension, and description of all existing or recorded streets, alleys, easements, and public rights-of-way within the development intersecting or contiguous with its boundary or forming such boundary.
- The exact location, dimensions, and description of all proposed streets, alleys, drainage and utility easements, parks, other areas, reservations, easements or other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.
- All proposed streets or changes to be made in existing streets shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points.
- The minimum finished floor elevations for all proposed buildings, if required by the committee. The elevations shall be stated as mean sea level rather than relative.
- Building setback lines.
- Signature block of the approving authority including Commission recommendation and council approval attested to by the City Secretary.
- All required dedication and certification statements.
- Appropriate signage furnished by the City of Oak Point. Subsection (2)(c)(2) of Section XV, Chapter 12, Planning and Zoning, of the Code of Ordinances states: "From the time of publication until the public hearing, the property owner shall be required to place, in a conspicuous place on the property, a City-provided sign giving notification of a zoning request and City contact information. The sign required herein shall not be attached to any tree or other vegetation."

Tree Preservation:

- A. Single-Family residential subdivision developments:
 - A developer shall submit a tree survey showing all protected/historic and protected/quality trees as defined in this division and an aerial photo of the property showing tree coverage. An overlay of the proposed development showing all improvements including rights-of-way, easements, lot

patterns, etc., shall be superimposed on the tree survey. This document shall be provided with the submittal of a concept plan for zoning, development plan, zoning exhibit, preliminary plat, or final plat, whichever occurs first. Any subsequent changes to the plans shall be accompanied by a revised tree survey showing the changes /revisions. The tree survey, aerial photo and plan overly shall be to the scale of a minimum of one inch equals 100 feet (1"=100'). If the scale is impractical for the project, alternatives may be considered by the development review committee.

B. Non-Single Family Residential Development:

- A tree survey showing all protected/historic and protected/quality trees as defined in this division, an aerial photo of the property showing tree coverage, and all proposed improvements shall be submitted with an application for zoning, platting, or site plan as appropriate.
- A tree removal permit is required for all non-single family residential developments and may be obtained in conjunction with a building permit or as a separate permit.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Requirements for Zoning Change Request:

General Requirements:

- An application form and the appropriate fee as listed on the Fee Schedule.
- A letter of intent including:
 - Existing and proposed zoning districts.
 - Justification for request.
 - An assessment of public facilities, demonstrating the adequacy of or provision for public utilities serving the proposed development, including but not limited to roads, and/or traffic, water, wastewater, drainage, and schools.
- A written and electronic legal description of the property and/or areas being rezoned.
- A location map indicating property to be rezoned.
- Proof of ownership
- Twenty (20) copies of required documents, one set of 8 ½ x 11.
- Appropriate signage furnished by the City of Oak Point. Subsection (2)(c)(2) of Section XV, Chapter 12, Planning and Zoning, of the Code of Ordinances states: "From the time of publication until the public hearing, the property owner shall be required to place, in a conspicuous place on the property, a City-provided sign giving notification of a zoning request and City contact information. The sign required herein shall not be attached to any tree or other vegetation."

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Requirements for a Special Use Permit Request:

General Requirements:

- The applicants name and their interest in the subject property.
- The owner's name and address, if different from the applicant, and the owner's signed consent to the filing of the application.
- The street address and legal description of the property.
- The zoning classification and present use of the property.
- A statement as to why the proposed use will not cause substantial injury to the value, use or enjoyment of other property in the neighborhood.
- A scale drawing of all proposed and current buildings, screening, parking and traffic control for the site and any buildings or uses within 200 feet of the site. Twenty (20) copies of drawing, one set of 8 ½ x 11.
- Information regarding the size, height, and construction materials of any building to be placed on the site.
- A description of intended use and relationship to surrounding uses.
- Appropriate signage furnished by the City of Oak Point. Subsection (2)(c)(2) of Section XV, Chapter 12, Planning and Zoning, of the Code of Ordinances states: "From the time of publication until the public hearing, the property owner shall be required to place, in a conspicuous place on the property, a City-provided sign giving notification of a zoning request and City contact information. The sign required herein shall not be attached to any tree or other vegetation."

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Requirements for a Planned Development General Development Plan Request:

General Requirements:

- The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions.
- The name and address of the property owner or owners, and the planners, registered engineer, surveyor or other representatives processing the plan.
- Any City or extraterritorial lines traversing or on the boundary of the development.
- The names of the record owners of the contiguous developed and undeveloped lands.
- Proposed schedule and Phasing.
- The proposed categories of land use; the proposed land use of the property identified in the master plan; the proposed number of dwelling units and gross and net density of each type of residence structure; the proposed floor area ratio for all non-residential uses and public use areas.
- The location, width, and names of all existing streets within or adjacent to the property; and any proposed arterial and collector streets, including the right-of-way thereof, and the alignment of such streets to connect with streets on adjacent properties.
- Designate location of sidewalks or alternative pedestrian access plans.
- All significant existing man-made features on the property, such as railroads, buildings, and structures.
- The proposed utilities which will serve the property and the distance to the nearest water and sanitary sewer lines.
- All significant existing and proposed drainage features, structures, and facilities. Storm water runoff data in sufficient detail to determine on-site and off-site runoff impacts and compliance with master drainage plans as determined by the City Engineer.
- Conceptual information related to general landscaping for all intended landscaped areas.
- General synopsis of intended design/construction guidelines related to building limitations, construction materials, screening, and similar items.
- Parking locations, standards and ratios for all uses.
- Provide 20 copies of each drawing one set of 8 ½ x 11.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Requirements for a Planned Development Detailed Development Plan Request:

General Requirements:

- The development boundary lines, shown by continuous dark lines of sufficient width to be easily identified.
- The total acreage within the development, the identification of each existing and proposed type of land use, and the acreage for each use.
- All existing or proposed lots and blocks identified by letter or number within the development and the names and lot patterns of contiguous developments. Existing information shall be shown by solid lines and proposed information by dashed lines.
- The existing zoning of the land to be developed and the zoning of adjacent land.
- The location and identification of all existing buildings, parking lots, driveways, and other significant structures.
- Provide 20 copies of each drawing, one set of 8 ½ x 11.

Utility Requirements:

- The identification, location, and size of all existing water and sanitary sewer lines and the associated easements which are located within or on the boundaries of the development.
- The identification, location, and size of all proposed water and sanitary sewer utilities and the associated easements which are proposed to serve the development, showing the location, size, and distance of any existing lines to which connections are proposed.
- Detailed information on the means by which any alternative water or sanitary sewer service is to be provided, such as by wells or septic systems.
- The location and routing of all existing or proposed utilities, easements, and facilities for providing electrical services for the development.
- The identification, location, and size of all existing gas, petroleum, telecommunications, or similar common carrier easements located within or on the boundary of the development.

Streets, Sidewalks, and Driveways:

- The identification, location, and size of all existing streets and street rights-of-way located within the development or adjacent developments.
- The identification, location, and size of all streets, sidewalk and slope right-of-way which are to serve the development, showing the proposed connection or alignment with existing or proposed streets in adjacent developments. Where there is no adjacent development, a key map shall be included to show the proposed fixture alignment and connection of the arterial or collector streets to be the same type of streets in the nearest development.
- The location and width of any existing proposed driveway which accesses or is proposed to access any existing or proposed arterial street located within or on the boundary of the development.

Drainage:

- The topography of the existing land included within the development and any major changes in topography resulting from development as shown by contour lines at a maximum of five (5) foot vertical intervals.
- The identification, location, and approximate dimensions of all existing and proposed water courses, ponds, detention ponds, ditches, channels, floodway and floodplain boundaries, storm water improvements, drainage easements, or similar natural or man-made drainage facilities or features located within or outside the boundaries of the development that do or will affect or impact storm water drainage on/or across the development property.

- All developments shall be required to submit with the Detailed Development Plan a preliminary drainage study, along with a drainage map, containing the following information:
 - The delineation of the major contributing watersheds for storm water that crosses or is proposed to cross any property within or on the boundary of the development.
 - All areas outside of existing or proposed drainage easements or street rights-of-way serving the development that will be inundated by the 100 year flood.
 - A summary of the drainage calculations used to determine the proposed storm water drainage system that will be necessary to serve the development. The calculations shall be prepared and submitted in accordance with the Denton Drainage Design manual in order to review and assess the adequacy of the proposed drainage system.

Other Requirements:

- Detailed zoning regulations in accordance with all items noted in Section 2, Planned Development Requirements, of Article 12.100.
- A site inventory analysis including a scale drawing showing existing vegetation (including location of any tree with greater than 4" caliper identified by species, and location of any stand of under-story trees greater than 400 square feet in area).
- A detailed explanation and to-scale landscape plan of proposed landscaping, parks, landscape buffers, open spaces, screening, and rights-of-way.
- A detailed calculation of quantity and/or area and nature of:
 - residential sites by various proposed categories/designations
 - public facilities such as:
 - parks, recreational areas, open spaces, or school sites
 - roadways and alleyways
 - utilities and associated rights-of-way
- Impact studies proposed measures for remedying the identified impacts regarding the effect of such development and subsequent mitigation efforts, on:
 - detailed traffic analysis including as a minimum existing and projected traffic counts, frequencies, volume, capacity, and required improvements to support these counts along all existing streets within 1 mile and all thoroughfares within 2 miles.
 - annualized maintenance and operations cost to the City
 - utilities service and provision levels
 - Phase 1 Environmental Impact report
- Detailed explanation of proposed supplemental standards, including:
 - Landscaping Regulations
 - Construction Standards including Accessory Buildings
 - Deed Restrictions and Association Regulations
- Proposed signage regulations and standards.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Zoning Board of Adjustment – Variance Request:

General Requirements:

- Twenty (20) Copies of survey of the subject property, showing all existing buildings, driveways, or any other improvements on the property, one set of 8 ½ x 11.
- Appropriate application and application fee.
- Letter of justification illustrating that all variance criteria has been met:
 1. Your request must be specific i.e., “ a rear yard setback of 35 feet instead of the required 50 feet” instead of “I want to build closer to my back property line.”
 2. To be granted a variance, you must prove hardship that is neither financial nor self-induced. Your request should document all of these “hardship” points:
 - a. Why does your request not violate the intent of the ordinance?
 - b. What special conditions exist that are peculiar to your land and not applicable to any other parcels of land in the same zoning district?
 - c. Explain why this hardship is not the result of your own actions.
 - d. Without a variance, what rights would you be denied that are enjoyed by others in your same zoning district who are in compliance?
- Appropriate signage furnished by the City of Oak Point. Subsection (2)(c)(2) of Section XV, Chapter 12, Planning and Zoning, of the Code of Ordinances states: “From the time of publication until the public hearing, the property owner shall re required to place, in a conspicuous place on the property, a City-provided sign giving notification of a zoning request and City contact information. The sign required herein shall not be attached to any tree or other vegetation.”

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Subdivision Variance Request

General Information:

- Twenty copies of a site plan or survey showing, one set of 8 ½ x 11.
- Appropriate application and application fee.
- Letter of justification illustrating that all variance criteria has been met.
 1. Your request must be specific
 2. No variance will be granted unless the city council finds that an undue hardship exists. The following conditions must be present for consideration:
 - a. There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this article would deprive the applicant of the reasonable use of his land.
 - b. The granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property in the area.
 - c. The granting of the variance will not have the effect of preventing the orderly subdivision of other lands in the area in accordance with the provisions of this article
 - d. A more appropriate design solution exists which is not currently allowed in this article.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Requirements of a Land Plan(otherwise known as General Plan, Master Plan, or Concept Plan):

- Prepared at a scale of 1" = 200'.
- A title block within the lower right hand corner of the land plan.
- A vicinity or location map that delineated the location of the proposed subdivision with respect to major thoroughfares, freeways, water courses and ditches. The vicinity map shall be located in the upper right hand corner of the drawing.
- Proposed name of the development.
- The name and address of the subdivider and the land planner, engineer, or surveyor responsible for the design or survey.
- A graphic scale indicating the scale at which the drawing is prepared.
- Date the drawing and revision number if applicable.
- The legal description of the tract according to the abstract and survey records of Denton County, Texas.
- North clearly indicated to the top or left of the study.
- The perimeter of the boundary shall be drawn in a bold solid line.
- The names of adjacent additions or subdivisions with respective recording information and/or owners of adjoining land, where applicable.
- The existing zoning on adjoining land, where applicable.
- The location, width, and names of all existing or platted streets or other public rights-of-way within and/or adjacent to the tract.
- Existing permanent buildings.
- Topography with contours at five foot intervals.
- Existing drainage channels or creeks, and other important natural features.
- Existing pipelines and easements.
- Adjacent municipalities, political subdivisions, and corporate limits.
- Applicable district boundaries.
- The proposed layout and width of proposed thoroughfares, arterial, collector and local streets.
- A general arrangement of land uses, including residential lots, multi-family tracts, commercial development, park and school sites, public facilities, private open space, flood plains and drainage-ways, and proposed nonresidential densities (net and gross) and building heights.
- The proposed phasing of development or the order of platting for planning purposes.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.

Criteria for Annexations:

The following criteria should be considered at a minimum when deciding whether or not an area should be annexed:

- The ability of the City to furnish normal City services equal to other comparable areas inside the City limits. Water and sewer system capabilities are considered, but lines for individual areas are normally not the City's financial responsibility.
- The reliability, capacity, and future public cost, if any, of current and planned provisions for community facilities such as roads, drainage, utilities, etc. Public facilities will be considered.
- The need and quality of land use and building controls. Private controls will be considered.
- Impact on the City, both current and long range, including at a minimum:
 - Fiscal cost and benefits
 - Traffic
 - Infrastructure of roads, utilities and other community facilities
 - Safety and health
 - Building and development quality
 - Aesthetic quality
 - Community Character
- Conformance with or need to ensure conformance with the officially adopted master plan of the City.
- Appropriate application and application fee.
- Letter submitted from person/persons requesting annexation.
- Boundary survey and accompanying metes and bounds description.

Note: Depending on each individual case, other items may need to be submitted before final review. Please refer to the Subdivision Rules and Regulations and/or Zoning Regulations for information on other items to be submitted. The Subdivision Rules and Regulations and Zoning Regulations may be obtained from the City of Oak Point website at www.oakpointtexas.com/cityord.html or in hard copy from City Hall for a fee.