

**WOOD COUNTY INFRASTRUCTURE DEVELOPMENT PLAN CHECKLIST FOR
MANUFACTURED HOME, MOBILE HOME, TINY HOME AND RV RENTAL COMMUNITIES**

Development Name: _____

Owner / Developer: _____

Location: _____ Precinct: _____

	Completed Application
	Original Certified Tax Certificate for property – Must obtain from Wood County Tax Office <i>(Please contact Mineola ISD if the development is located within their boundaries)</i>
	Completed Lienholder Acknowledgement form with Copy of Deed of Trust
	Letter from OSSF regarding Septic Permit – <i>this requires a full Engineered Drainage Study provided by a Professional Registered Sanitarian or Professional Engineer complete with a Site Plan, Topographical map, 100 yr Flood Plain Map, Soil Survey, Location of Water Wells, Location of Easements <u>as identified in section 3 on page 7</u></i>
	Letter from SRA <i>(if located in the Lake Fork area)</i> regarding Septic permit - <i>this requires a full Engineered Drainage Study provided by a Professional Registered Sanitarian or Professional Engineer complete with a Site Plan, Topographical map, 100 yr Flood Plain Map, Soil Survey, Location of Water Wells, Location of Easements <u>as identified in section 3 on page 7</u></i>
	Stormwater Pollution Prevention Plan (SW3P) - <i>required if clearing or disturbing 1 acre or more land within a development according to TCEQ regulations located on page 8 of Infrastructure Development Standards. This plan can be provided by a Registered Sanitarian or professional Engineer.</i>
	An Engineering Design for roads and drainage - <i>required for any roads being built as identified in section 3 on page 7.</i>
	Signage Plan - <i>required for multiple roads / streets located within the development.</i>
	TxDOT Driveway Application - <i>if entrance / exit is located on US Highway, State Highway, or Farm-to-Market (FM) Roadway.</i>
	Traffic Impact Study - <i>if required by TxDOT</i>

	Groundwater Certification from TCEQ - <i>if Water Wells will be used for water supply</i>
	Will Serve Letter from Water Supply Corporation stating the availability to provide services to location and number of lots.
	Will Serve Letter from Electric Supplier stating the availability to provide services to location and number of lots.
	ETJ Letter from City if within 1 mile of City Limits.
	Preliminary Plat to be submitted <u>via E-mail by surveyor</u> for review PRIOR to Final Plat being submitted.
	Final Plat of 1 Mylar and at least 3 Paper copies all <u>Signed and Notarized</u> for Commissioners Court Approval. <i>All Plans must be no larger than 18" x 24" in size.</i>
	List of all adjacent land owners with their addresses for notification of Public Hearing.
	Fee payable to <u>Wood County</u> – Based on number of lots. 1-15 lots \$1000.00 16-30 lots \$1500.00 31-45 lots \$2000.00 46 or more lots \$2500.00

**** All Items Must be submitted before the Plan will be placed on the Commissioners Court Agenda for Approval. ****