Pre-recordation Plats in city of Houston ETJ are submitted to COH Planning Department by consultant via Plat Tracker.

Plats received by Harris County Platting Department via COH Plat Tracker e-mail for review.

Harris County provides all comments to COH Planning Department via COH Plat Tracker.

Pre-recordation Plats for other ETJs and no ETJ zone are e-mailed by consultant to Harris county for review.

Harris County provides all comments to consultant via e-mail if within other ETJ or no ETJ zone.

Concurrent review

Action (COH only)

All Plats are presented and acted upon by COH Planning Commission.

Final Approval

Final CPC-101 form is issued by COH with Harris County approval.

Plat pdfs are sent to Pcts 2 and 4 for their information.

Plats are approved by Commercial Plan review/Public ROW review if within MUDs.

Permits issued for properties receiving public utilities.

Recordation Review (COH ETJ)

Consultant addresses all CPC-101 comments and produces plat mylar for COH recordation appointment.

Plat mylars are sent to Harris County for recordation.

Mylars are scanned into pdfs.

Plat pdfs are sent to Pcts 2 and 4 for their information.

Final Approval

CIP (FINAL REVIEW)

TRAFFIC (FINAL REVIEW)

FCD WATERSHED (FINAL REVIEW)

Concurrent review

E-mail sent to consultants requesting self-selection checklist.

Self-selection checklist is submitted by consultant and plat is reviewed.

If plat comments are addressed, mylars corrected, paperwork received, and deadline met, it is signed by county engineer.

Commissioners’ Court approval

Plat is filed with Clerk’s office upon consultant paying filing fee.

Consultant picks up recorded plat from municipality.

Permits issued for properties not receiving public utilities (e.g., OSSF and building permits).

Consultant addresses HC markup (other)

municipality plat approval letter is requested, HC approval for no ETJ zone plats

Final Approval

E-mail sent to consultants requesting self-selection checklist.

Self-selection checklist is submitted by consultant and plat is reviewed.

Plat pdfs are sent to Pcts 2 and 4 for their information.

Plat is filed with Clerk’s office upon consultant paying filing fee.

Consultant picks up recorded plat from municipality.

Permits issued for properties not receiving public utilities (e.g., OSSF and building permits).