



GAS WELL INSPECTIONS DIVISION  
 PLANNING & DEVELOPMENT DEPARTMENT  
 City Hall West: 221 North Elm Street | Denton, Texas 76201  
 (940) 349-8372 | [www.cityofdenton.com/gaswellinspections](http://www.cityofdenton.com/gaswellinspections)  
**GAS WELL DEVELOPMENT PLAT CHECKLIST**



**REQUIREMENTS SPECIFIC TO A GAS WELL DEVELOPMENT PLAT**

**Any person proposing or amending a Drilling and Production Site on a tract of land located in Division I of the City’s Extraterritorial Jurisdiction (ETJ) shall prepare and submit a completed Gas Well Development Application along with a Gas Well Development Plat Checklist form.**

The following must be included in each application package submitted to the City for review.

1. Gas Well Development Application;
2. Completed Gas Well Development Plat checklist;
3. Appropriate application fee(s); and
4. Exhibits A through D below\*

\*Each Exhibit shall be submitted or uploaded as a separate sheet. Include the word ‘Exhibit’ and the corresponding letter in the prefix of the document title, e.g., Exhibit A – Cover Page and Project Info.

Check if  
Provided

- Exhibit A:** Cover page that includes a vicinity map of the Drilling and Production Site; a Sheet Index that identifies the number of Exhibits with titles for each (exhibit titles shall begin with the word ‘Exhibit’ and include the respective letter); the Drilling and Production Site Name (aka: Project Title); the date of preparation; the preparer’s, Operator’s, and property owner’s names; City project number; and a signature block for both the Gas Well Administrator and the City Secretary. Add a note to the Cover Page stating the reason for amendment, if applicable.
- Exhibit B:** A mapping exhibit with an accurate legal description of the Drilling and Production Site that was prepared and certified by a Registered Professional Land Surveyor of the State of Texas. Provide closure sheet of bearings and distances used in legal description. The exhibit shall include exact location, dimension, and description of all existing public, proposed, or private easements, and public right-of-way within the lease area, intersecting or contiguous with its boundary, or forming such boundary. Describe and locate all permanent survey monuments, pins, and control points and tie and reference the survey corners to the Texas State Plane Coordinate System North Central Zone 1983-1999 datum. Provide proposed pipeline route—note that a separate application may be necessary if the proposed route encroaches onto any public easement, right-of-way or land owned by the City of Denton.
- Exhibit C:** A drawing of the Drilling and Production Site showing clear site boundary lines and the layout of the site. Include a 1,000-foot buffer circle around the boundary of the Drilling and Production Site for reference.
- Exhibit D:** Access and Transportation Plan identifying the points of access and routes to be followed on the road network supporting gas well development on the Drilling and Production Site over time.

**I REVIEWED THE CHECKLIST AND ALL SUBMITTALS FOR COMPLETENESS AND ACCURACY.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date