

FINAL PLAT CHECKLIST

Background Information

Name of Proposed Subdivision _____

Date of Development Plat Approval _____

Name of Contact/Company _____

Current Tax Map, Block & Parcel # _____ Zoned: _____

Property Owner's Name (as listed on tax records): _____

Total Number of Proposed Lots _____

Type Water: _____ Type Sewer: _____ Storm Drainage: _____

Contents of Plat **Y – Yes** **N – No** **N/A – Not Applicable**

_____ Number of Copies (Minimum of 5)

_____ Is scale 1: 100 or greater?

_____ Is there a location map and north arrow?

_____ Are close out documents complete?

_____ Are escrow funds involved?

_____ Have escrow funds been received and agreement signed?

_____ Is zoning district shown?

_____ Are setbacks shown according to development plat?

_____ Verify no revisions on final plat from development plat stage.

_____ Verify that County Water has all required documents/plans.

_____ Book and Page # Subdivision recorded in from Developer.

_____ Parcel #'s for E-911 Addressing from Developer.

_____ 8 ½ x 14 copy of plat for E-911 Addressing received and addresses are assigned.

_____ Approved Plat Stamped by Planning & forwarded to Subdivision Engineer, City/County Water,

City/County Engineering.

Revised January 28, 2008