

Checklist for Final Plat Approval:

County or City Planning Regions _____ Civil District _____

Subdivision Name and Location _____

Property Address _____

Tax Map, Parcel Number and Deed Reference

Setbacks _____ Road Frontage _____

Owner's Address _____

Names and Zoning of adjoining property owner/subdivisions:

Surveyor's Name, Address, and Telephone Number:

Total Lots _____ Total Acres _____ Miles New Road _____

- Surveyor Seal, Category survey & ratio of precision (1:5,000)
- Scale 1"=100'
- Location map
- North Arrow
- Legend
- Graphic scale
- FEMA Note
- 25' ROW from Centerline, Road Frontage
- Lot Width at Setback
- Min Lot Size
- Remainder Note > 5 acres
- Article III Standards of Design
- Article IV Improvement Requirements
- Contours at vertical Intervals of not more than 5'
- Plat size 18X24 or 24X36
- Road frontage

- Show Existing:
 - Platted Property Lines
 - Buildings
 - Reservations, Easements, and Covenants
 - Distance & bearing of streets
 - Utilities including stormwater easements, water mains, sewers, septic tanks, drain pipes
 - Ponds, Waterways, Railroads
- Dimensions and Location of Proposed
 - Utility Layouts
 - Streets, street names
 - Existing and finished grades, paving material
 - Alleys, Easements, Parks, and other spaces
 - Reservations, Lot Lines, building lines, setbacks
 - Distance & bearing
 - Drainage Structures

CERTIFICATIONS

- Owner Dedication
- Surveyor Accuracy Certification, signature block and seal
- Water Department for Public Water and Public Sanitary Sewage
- TDEC Division of Groundwater Protection Office 6"X6" certification block for Septic Sewage
- Highway Department, Road Superintendent, or City Engineer
- 911 Office (only for properties with new roads/addresses)
- Local Utility District
- Secretary of Planning Commission
- Register of Deeds, 3"X3" (Measure)

Comments:

Review Date _____

Review Date _____

Planner _____

Asst. Planner _____