

**Checklist for Preliminary Plat Approval:**

County or City Planning Regions \_\_\_\_\_ Civil District \_\_\_\_\_

Subdivision Name and Location \_\_\_\_\_

Property Address \_\_\_\_\_

Tax Map, Parcel Number and Deed Reference and Zoning \_\_\_\_\_

Setbacks \_\_\_\_\_ Road Frontage \_\_\_\_\_

Owner's Address \_\_\_\_\_

Names 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

Show Existing:

Reservations, Easements, and Covenants

Platted Property Lines

Distance & bearing

Streets, Buildings,

Utilities including easements

Watercourses/railroads/sewers/bridges/culverts/drain pipes/water mains

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

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'

Comments  
\_\_\_\_\_  
\_\_\_\_\_

Review Date \_\_\_\_\_

Review Date \_\_\_\_\_

Planner \_\_\_\_\_

Asst. Planner \_\_\_\_\_