

SUBDIVISION CHECKLIST

_ Preliminary Review _ Final Review

Comments

- 1. NAME OF SUBDIVISION _____
- 2. NAME(S) AND ADDRESS OF OWNER(S) _____
- 3. ADDRESS ON LOT OR LOTS (IF APPLICABLE) _____
- 4. NAME, ADDRESS AND PHONE NUMBER OF SURVEYOR _____

Checked Date

- | | |
|-------|--|
| _____ | 5. SURVEYOR'S STAMP _____ |
| _____ | 6. DATE _____ |
| _____ | 7. SCALE _____ |
| _____ | 8. NORTH ARROW _____ |
| _____ | 9. VICINITY MAP _____ |
| _____ | 10. LOCATING DISTANCE TO NEAREST CENTERLINE OF STREETS, ROAD OR RAILROAD _____ |
| _____ | 11. MARKING OF CORNERS _____ |
| _____ | 12. LOT NUMBER(S) _____ |
| _____ | 13. CALLS AND DISTANCES _____ |
| _____ | 14. BUILDING SETBACK LINE _____ |
| _____ | 15. R/W AND WIDTH OF EXISTING STREETS OR ROADS _____ |
| _____ | 16. SQUARE FOOTAGE OR ACREAGE OF LOTS _____ |
| _____ | 17. TOTAL ACRES _____ |
| _____ | 18. PREVIOUS RECORDING BOOK AND PAGE NUMBER (IF APPLICABLE) _____ |
| _____ | 19. SOURCE OF TITLE DEED BOOK AND PAGE NUMBER _____ |
| _____ | 20. FIRE HYDRANTS SHOWN EXISTING AND PROPOSED _____ |
| _____ | 21. EASEMENTS, SIZE AND LOCATION _____ |
| _____ | 22. DRAINAGE EASEMENTS BEARING AND DISTANCE (IF APPLICABLE) _____ |
| _____ | 23. DRAINAGE EASEMENT(S) CROSS HATCHED _____ |
| _____ | 24. BENCH MARK, (CONTROL MONUMENTS) LOCATION AND ELEVATION (IF APPLICABLE) _____ |
| _____ | 25. FINISH FLOOR ELEVATION AND 100 YEAR FLOOD ELEVATION _____ |
| _____ | 26. SHOW FOOT PRINT OF ALL EXISTING BUILDING(S) _____ |
| _____ | 27. SHOW RECORDED BINDING ELEMENTS BOOK AND PAGE _____ |
| _____ | 28. ADJACENT PROPERTY OWNER(S) OR LOT NUMBER(S) AND PLAT BOOK AND PAGE NUMBER(S) _____ |
| _____ | 29. NON-CONFORMING OR FARM PLAT (IF APPLICABLE) _____ |
| _____ | 30. MAINTENANCE NOTE _____ |

SIGNATURES:

Subdivision Number

M.S. _____

M.J. _____

	Checked	Date		FEEs: Paid
1.	_____	_____	Land Surveyor	_____
2.	_____	_____	Ownership and Dedication	Copies _____
3.	_____	_____	Easement Dedication	Checked _____ Date _____
4.	_____	_____	City or County Engineer	
5.	_____	_____	Check with Subd. _____	
6.	_____	_____	Telephone Company	
7.	_____	_____	Checked with Subd. Sheet _____	
8.	_____	_____	Water Utility	
9.	_____	_____	Checked with Highway Plans _____	
10.	_____	_____	Electric Utility	
11.	_____	_____	Checked with Zoning Map _____	
12.	_____	_____	Gas	
13.	_____	_____	Checked with Flood Maps _____	
14.	_____	_____	Cable	
15.	_____	_____	Electronic Submittal _____	
16.	_____	_____	Health Department	
17.	_____	_____	Fire Department	
18.	_____	_____	City-County Planning Commission	

READY TO RECORD YES _____ NO _____
