

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	
1.	_____	_____	Land Surveyor FEES: Paid _____
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 _____
