

**2016 Submittal of Final Plat -** (confirm with staff on # required)

Each set to contain all of the following:

10/20/2015

- |  |   |
|--|---|
| <input type="checkbox"/> 1 Drawings, rolled or folded  | <input type="checkbox"/> 22 Zoning within and around plat             |
| <input type="checkbox"/> 2 One letter of request, stating any waivers  | <input type="checkbox"/> 23 FEMA Panel Number with 100 year elevation |
| <input type="checkbox"/> 3 One final plat checklist<br>(to be completed by <u>applicant</u> in full)<br>(omission of any required items may<br>cause <u>postponement</u> or refusal) | <input type="checkbox"/> 24 Flood Plain / wetlands contours           |
|  | <input type="checkbox"/> 25 Area in acres on each lot                 |
|  | <input type="checkbox"/> 26 Total acreage of subdivision              |
|  | <input type="checkbox"/> 27 Engineer's Certificate                    |
|  | <input type="checkbox"/> 28 Surveyor's Certificate                    |
|  | <input type="checkbox"/> 29 NLR Planning Certificate                  |
|  | <input type="checkbox"/> 30 Owner's Certificate                       |
|  | <input type="checkbox"/> 31 List of Planning Commission requirements  |

**Title Block to include:**

- |  |  |
|--|--|
| <input type="checkbox"/> 4 Title "Final Plat"    | <input type="checkbox"/> 28 Surveyor's Certificate                   |
| <input type="checkbox"/> 5 Name of subdivision   | <input type="checkbox"/> 29 NLR Planning Certificate                 |
| <input type="checkbox"/> 6 Lot and block numbers | <input type="checkbox"/> 30 Owner's Certificate                      |
| <input type="checkbox"/> 7 Date of drawing       | <input type="checkbox"/> 31 List of Planning Commission requirements |

**Required Items on all Final Plats**

- 8 Graphic scale
- 9 North arrow
- 10 Legal description
- 11 Vicinity map
- 12 Engineers / Surveyors name and address
- 13 Developers name and address
- 14 Owners name and address
- 15 Names of abutting subdivisions/owners
- 16 Street names
- 17 Street centerlines with right-of-way widths
- 18 Boundary lines with dimensions
- 19 Utility easements
- 20 Building setbacks
- 21 Section corners or other monuments

**Required Items if applicable:**

- 33 Municipal, County or Section lines
- 34 Phase map, if staging is planned
- 35 Storm water detention easement
- 36 Other easements \_\_\_\_\_
- 37 Natural features
- 38 Cultural features
- 39 County Planning's Certificate

**Final Plat Fees**

Inside the City  
less than 10 acres =\$100  
plus \$1 per lot  
more than 10 acres = \$200  
plus \$2 per lot

Outside the City  
less than 10 acres =\$150  
plus \$1 per lot  
more than 10 acres = \$300  
plus \$2 per lot