



FINAL PLAT

TECHNICAL REQUIREMENTS, p. 1 of 2

The following elements must be shown. Each lot shall comply with the requirements specified in the Zoning Chapter for width, depth, and area. Please see the Subdivision Rules and Regulations for easements, rights-of-way, and public areas required. If Plat requires more than one sheet, number the sheets and provide match lines and a key map.

Staff Applicant

- location map, north arrow, written and graphic scale
- location and dimensions of all boundary lines (indicated by heaviest lines) and all lots
- a number or letter identifying each lot, block, and site
- title block in the lower right corner that includes:
 - type of plat
 - proposed name of subdivision, with section or phase if applicable
 - proposed lot and block numbers
 - reference to the original survey and previous plat including recording information
 - city, county, state
 - date of preparation
 - number of lots
- location, dimension, and purpose of all easements within or abutting the subdivision, and the recording information of all existing easements
- the following information on adjoining property, which should be shown with dotted or dashed lines:
 - if platted, subdivision name; lot, block, or tract numbers; recording information
 - if unplatted, current deed record ownership information
 - if subdivided without platting, both of the above
- A note describing the corner tie, and a tie to a Global Positioning System (GPS) monument accepted by the City. At least one corner of the subdivision shall be tied by course and distance to a corner of a platted lot or to an original corner of the original survey of which it is a part.
- metes and bounds description corresponding to the illustration
- gross acreage of the subdivision
- former lot numbers and lot lines shown in half tones ("ghosted")
- location of city limit lines if they traverse, form a part of the boundary, or are contiguous to the boundary of the subdivision
- certified acreage significant to three digits for each lot, tract, or site
- acreage significant to three digits or the square footage of the rights-of-way dedicated for major collectors and arterials, including corner clips
- professional certification of the surveyor or engineer who prepared the plat
- owner's certification, including recording information of warranty deed
- the following note: "This property may be subject to charges related to impact fees, and the applicant should contact the City regarding any applicable fees due."
- if the plat includes previously platted property, the following certification: "This plat does not alter or remove deed restrictions, if any, on this property."
- note describing the location of proposed perimeter fencing

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- dedication statement
- notary statement
- appropriate approval block
- cabinet/slide note
- if this subdivision requires perimeter fencing or contains property held in common ownership, the following note: "The Property Owners' Association shall be responsible for the maintenance of perimeter fencing and Lots # _____, which will be held in common ownership."
- name, address, phone, fax, and email address of record owner, the professional preparing the plat, and the developer.

Preparer's Signature: _____

Printed Name: _____

Date: _____