

CHECKLIST FOR MAJOR SUBDIVISION FINAL PLATS

This checklist must be met before a major subdivision can be accepted for review for final approval. A more detailed description of each step can be found on pages 3.5 thru 3.8 of the Henderson City-County Subdivision Regulations.

- (1)_____ 16 copies of 18 X 24 plat with special emphasis on section being submitted, plus one digital copy as per the Subdivision Regulations "Addendum A".
- (2)_____ Status report on all other sections if under sectionalization process.
- (3)_____ Graphic description of sections which have already received final approval.
- (4)_____ PVA - Parcel Identification Number.
- (5)_____ Final plat complies in all respects with the preliminary and engineering plats as approved.
- (6)_____ Is accompanied by restrictive covenants.
- (7)_____ Is accompanied by performance bond if applicable.
- (8)_____ Is accompanied by the inspection fee (\$1.00 per running foot) (if applicable).
- (9)_____ Is accompanied by \$75 for each street sign (if applicable).
- (10)_____ Is accompanied by \$50.00 submittal fee and \$20.00 recording fee.
- (11)_____ Contains at least 10% of entire number of lots unless prior approval for deviation has been obtained from the Planning Commission.
- (12)_____ Title Block is complete:
 - _____ Name of subdivision and correct section number.
 - _____ Names and addresses of property owner, developer, & engineer.
 - _____ Legend information, graphic and written scale, North point, date of preparation, etc.
- (13)_____ Certification block with appropriate signatures:
 - _____ Owners
 - _____ Surveyors
 - _____ Water and Sewer Authority
 - _____ Local Government Engineer
 - _____ Ready for Planning Commission signature
- (14)_____ Location sketch - meeting proper requirements.
- (15)_____ Zoning Classification
- (16)_____ Proper lot design:
 - _____ Scale - 1" = 100'
 - _____ Adjacent streets
 - _____ Adjacent owners
 - _____ Boundary lines of tract
 - _____ Monuments
 - _____ Show street information
 - _____ Show lot numbers for all lots
 - _____ Show all proposed reservation and dedications
 - _____ Show building setback lines (front, rear and side yard)
 - _____ Notation of lot size - in square feet if less than an acre and in numbers if an acre or more

Surveyor

Date