



PLANNING COMMISSION MAJOR SUBDIVISION FINAL PLAT CHECKLIST

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 Section 3.6 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 \$100 for each street sign, & \$150 for each Traffic Control 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



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(13) Certification block with appropriate signatures **Cont'd**:

- ____ Ready for Planning Commission signature
- ____ Consolidation Certification

(14)____ Vicinity Map - 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/Street R-O-W and Pavement Width
- ____ 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 acreage if over an acre, or sq. feet if under an acre.
- ____ Show Special Flood Hazard areas.

Surveyor Date