

CITY OF PIEDMONT

UNRECORDED PLAT CHECKLIST (Only for subdivision of land into tracts larger than 5 acres)

Once all required information is presented to City Staff, staff will review and once accepted, will present to the Chairman of the Piedmont Planning Commission for approval and signature. Staff will have most updated Checklist. Please verify this Appendix matches City Ordinances.

Date Submitted: _____ Date of Consideration: _____

Name of Proposed Subdivision: _____

Name of Owner or Sub-Divider: _____

Address: _____

City: _____ Phone #: _____

All items must be addressed and all fees must be paid in full before this application will be considered by the Chairman of the Piedmont Planning and Zoning Commission.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
I. Required for submittal: <i>(All prints are to be 24x36 Size D)</i>			
a. Four (4) darkline prints of Plat	_____	_____	_____
b. Four (4) darkline prints of each improvement plan	_____	_____	_____
c. One (1) digital copy of all plans submitted	_____	_____	_____
d. One (1) copy of this completed checklist	_____	_____	_____
e. Any applicable fees based on current fee schedule	_____	_____	_____
f. Street and/or Water Surety Bond if the improvement is to be dedicated to City	_____	_____	_____
g. Name and addresses:	_____	_____	_____
i. Owner's name			
ii. Owner's address			
iii. Sub-divider's name			
iv. Sub-divider's address			
h. One (1) 8 1/2 " x 11" copy of approved Plat	_____	_____	_____
II. The Plat must show:			
a. Format of plat:	_____	_____	_____
i. Plat title			
ii. Name of subdivision			
iii. City, county, and state			
iv. Boundary and written legal description			
v. Area of subdivision in acres			
vi. Date of plat			
vii. Map scale (1" = 100' or larger)			
viii. North point			
b. Dimensions of all lots with total area in acres and square feet	_____	_____	_____
c. Lot numbers in a logical sequence	_____	_____	_____
d. Names of adjacent subdivisions	_____	_____	_____
e. Locations, names, and dimensions of the following existing or proposed items within and abutting the subdivision:	_____	_____	_____
i. Streets (if private, must meet private road regulations)	_____	_____	_____
1. Location			
2. Name			
3. Dimensions			
ii. Alley (if any)	_____	_____	_____
1. Location			
2. Name			

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- 3. Dimensions
 - iii. Right-of Ways (if any lot abuts a section line road, a 17-foot road easement is required) _____
 - 1. Location
 - 2. Name
 - 3. Dimensions
 - iv. Utility Easements (if applicable) _____
 - 1. Location
 - 2. Name
 - 3. Dimensions
 - v. Trail easements (in accordance with the Mater Trail Plan) _____
 - f. Location of areas within the subdivision:
 - i. That fall within the F.E.M.A. flood plain (floodplain must be illustrated on map) _____
 - ii. Being a health or safety hazard _____
 - g. Location of the following existing within and abutting the subdivision:
 - i. Bodies of water _____
 - ii. Water courses and sizes _____
 - iii. Structures _____
- III. The following certificates and references must be submitted with the Plat:
- a. Certificate for Planning Commission signature _____
 - b. Name and seal of registered engineer or licensed land surveyor who prepared boundary survey _____
- IV. Improvement Plans must include the following:
- a. Proposed drainage system to show: _____
 - i. All pipes
 - ii. Culverts
 - iii. Bridges
 - iv. Open ditches
 - v. Retention/detention basins
 - b. If City-provided water is requested or required, the proposed water plans must have an engineer's statement and seal verifying that all improvements meet all Department of Environmental Quality (D.E.Q.) requirements for all lots at the time the plat is submitted. Pressure at fire hydrants must be the minimum p.s.i. and GPM as set by the Fire Department. (If applicable) _____
 - c. If City-provided sewer is requested or required, the proposed sewer plans must have an engineer's statement and seal verifying that all improvements meet all Department of Environmental Quality (D.E.Q.) requirements for all lots at the time the plat is submitted. (If applicable) _____
- V. Does the Plat and the accompanying construction plans in your opinion meet all of the requirements of good engineering practices? _____

 Signature and seal of Engineer Preparing Plat

 Date

(Seal)

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This section reserved for City Engineer use only.

Does the submitted Plat comply with the applicable City of Piedmont ordinances? Yes No N/A

Comments: _____

Reviewed by City Engineer:

Signature: _____ Date: _____

This section reserved for City Manager use only.

Does the submitted Plat comply with the applicable City of Piedmont ordinances? Yes No N/A

Comments: _____

Reviewed by City Manager:

Signature: _____ Date: _____

This section reserved for Planning Commission Chairman use only.

Does the submitted Plat comply with the applicable City of Piedmont ordinances? Yes No N/A

Comments: _____

Approved by Planning Commission Chairman:

Signature: _____ Date: _____