

Final Plat Checklist

Subdivision Name _____

File No. _____

Owner/Developer _____

Checked by: _____

Information required by Sec 22-61 (B) (SO)		Yes	No	N/A	Comments
1	Title block containing subdivision name				
2	Location including township, county, state				
3	North arrow/Bar graph scale/Scale reduction note				
4	Name, address, and registration number of surveyor, engineer, or architect				
5	Date of survey				
6	Name of the subdivider or developer (owner)				
7	Sketch vicinity map				
8	Boundaries of the tract to be subdivided including existing boundary of adjoining property lines				
9	Sufficient engineering data to determine all data				
10	Locations and description of monuments and markers				
11	Names of owners of adjoining properties and deed book and page number				
12	Names of any adjoining subdivision of record or proposed and under review				
13	Front building setback line				
14	Zoning classification of the tract to be subdivided and adjoining properties				
15	Existing structures, water courses, utility and street rights-of-way or easements, railroads, bridges, both on the land to be subdivided and land adjoining				
16	Lots numbered throughout the subdivision in a manner using only numeric symbols				
17	Ponds, lakes, streams or stream beds, and any other natural features affecting the site				
18	Proposed roads and existing and platted roads on adjoining properties within 20 feet of the subdivision				
19	Road names				
20	Type of road dedication				
21	Location and dimensions of all utility and other easements, riding trails, and their purpose				
22	Location of floodplain & floodway / non-ench zone				
23	Acreage of parcel & residual outside road easements and right-of-ways, floodway, and railroad right-of-way				
Lot specifications Sec 21-84 (ZO)		Yes	No	N/A	Comments
1	Size				
2	Depth				
3	Width at front setback				
4	Frontage				
5	Orientation of lot lines				
6	Setbacks				
Certifications and Notations		Yes	No	N/A	Comments
1	Certificate of survey and accuracy				
2	Certificate of ownership and dedication				
3	Certificate of approval by subdivision administrator				
4	If family division, indicate notation from Sec. 59				
5	Certificate of review officer				
6	Certificate of road maintenance				
7	Flood Zone notation				
8	Plans for water supply and sewage disposal				
9	10 foot utility easement on all side and rear lines				
10	Watershed information				
11	Approved NCDOT driveway permit or road plans				
12	Erosion control plan approval				
13	Tax Map & Parcel number & Deed Book Page number				
Map Requirements G.S. 47-30 & Sec 22-57 (SO)		Yes	No	N/A	Comments
1	Map size and borders				
2	Original signatures and seals				