

PRELIMINARY PLAT CHECK LIST

	Required Information	Shown	Not Shown	Comments															
1.	The north point and scale (not more than 100 feet to the inch).																		
2.	The location of all <u>existing</u> and <u>proposed</u> _____ property lines _____ adjoining streets and alleys _____ easements _____ water courses _____ storm sewers _____ water mains _____ gas mains _____ culverts _____ other underground structures _____ sidewalks _____ other pertinent features																		
3.	The name of all adjoining subdivision																		
4.	The zoning district or districts in which the land to be subdivided is located according to the current zoning map of the City.																		
5.	The proposed: Lot layout. Location width and approximate grade of all streets and alleys. Location and type of proposed easements.																		
6.	The title under which the subdivision is to be recorded. The name of the owners of same. The names of the officers of any corporate owner. The name of the registered surveyor platting the tract of land to be subdivided.																		
7.	A partial map of the City upon which shall be sketched the correct location of the proposed subdivision, its boundaries and street layout.																		
8.	Contours shall be required for the proposed layout and shall be on an interval of not more than five (5) feet where ground slope is regular and such information is sufficient for planning purposes or on an interval of not more than two (2) feet where land is irregular or there is a need for more detailed data.																		
9.	The location and direction of drainage of all water courses and natural drainage channels, including acreage of water shed drainage into each storm drain structure.																		
10.	The proposed location of sanitary sewers.																		
11.	All proposed public areas.																		
12.	Each street identified by its proposed street name.																		
13.	The location of all existing and proposed utility lines and fire hydrants, street lights and service line crossings. <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Utilities</th> <th style="text-align: center; border-bottom: 1px solid black;">Existing</th> <th style="text-align: center; border-bottom: 1px solid black;">Proposed</th> </tr> </thead> <tbody> <tr> <td>Electric, Tele, CATV</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Gas, Water</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Street lights, FHs</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Service line crossing</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>	Utilities	Existing	Proposed	Electric, Tele, CATV	_____	_____	Gas, Water	_____	_____	Street lights, FHs	_____	_____	Service line crossing	_____	_____			
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Electric, Tele, CATV	_____	_____																	
Gas, Water	_____	_____																	
Street lights, FHs	_____	_____																	
Service line crossing	_____	_____																	
Completed By: _____		Date: _____																	
Revised By: _____ Date: _____																			
Revised By: _____ Date: _____																			

FINAL PLAT CHECK LIST

	Required Information <u>Sub. Name:</u> _____	Shown	Not Shown	Comments
1.	Shall be drawn on a 24" x 36", to a scale of not more than 100 feet to the inch.			
2.	The title under which the land is to be recorded; if the plat is of a section or tract of a subdivision, the identification by section or tract number.			
3.	The name of the owner or owners of the land platted and, if the owner is a corporation, the names of the officers thereof.			
4.	The name and registration number of the surveyor, registered in Missouri, who prepared the plat.			
5.	The classification of all land platted by zoning district classifications according to the current zoning map of the City.			
6.	The north point and scale.			
7.	The exterior boundaries of the land platted.			
8.	A partial map of the City at a scale of 1" = 200', upon which shall be accurately drafted the correct location of the proposed subdivision, its boundaries and street and lot layout.			
9.	The right-of-way width of all streets.			
10.	The location of existing buildings on the land platted.			
11.	The boundaries of all areas to be dedicated to public use, and the manner in which the areas are to be used.			
12.	The right-of-way width and names of all streets on land adjoining the land shown on the plat.			
13.	In the event there are branching streets or alleys on the plat, the angle of departure from one street or alley to another except where the angle of departure is either 90 degrees or 180 degrees.			
14.	The dimensions of the lots, and the numbers (letters in re-subdivisions) of all lots on the plat.			
15.	The location of front setback lines and note detailing all other applicable setback requirements.			
16.	The location and dimensions of all utility easements, if any, on the plat.			
17.	All linear and angular dimensions necessary to locate the boundaries on the plat in relation to a section or quarter-quarter corner or line, or an established inlot or outlot line.			
18.	All linear and angular dimensions of all streets, alleys, lots, utility easements, sanitary sewer and surface water drainage easements, or other areas on the plat, and such linear dimensions shall be expressed in feet and decimals of a foot.			
19.	All radii, arcs, and chords, points and tangency and central angles for all curves and rounded corners on the plat.			
20.	The location and description of all monuments and all street, alley, lots or other area corners, intersections and all perimeter corner or angle points shall be marked with a suitable durable monument as defined in Section 33-2.			

FINAL PLAT CHECK LIST (continued)

21.	<i>The form for dedication to public use of areas identified as right-of-way for streets, alleys, boulevards, drives, roadways of any kind, parkways, parks, sanitary sewer easements, surface water easements, and public utility easements, and all other areas intended for public use, with appropriate spaces for the signatures of the owner or owners, trustees, mortgagee or mortgagees, if any, of the land platted.</i>			
22.	<i>All restrictive covenants appearing upon and applying to any lots on the final plat shall be signed by the owner or owners, trustee, and mortgagee or mortgagees, if any, of the lots.</i>			
23.	<i>A form for the approval of the Director of Planning and Protective Services, the Director of Public Works, and the Mayor of the City of Jefferson, Missouri and certification by the City Clerk.</i>			
	<i>Other pertinent information</i>			

Completed By: _____

Date: _____

Revised By: _____
Date: _____

Revised By: _____
Date: _____