

FINAL PLAT CHECKLIST

_____ 12 **folded** copies (more copies will be required later) of the final plat on 24'x36" paper, drawn at a scale of 1"= 50' for small subdivisions and 1" = 100' on large subdivisions.

_____ 1 copy of final plat reduced to 8.5"x11" paper

_____ Payment of required fees. Minor plats (no proposed street(s) and less than four lots) are \$75, major plats (new street(s) proposed or four or more lots) are \$150.

Required Information

_____ Name of Subdivision.

_____ Legal description.

_____ Curve data including delta, length of arc, degree of curve, tangent.

_____ Point of compass, scale, and date.

_____ Boundary lines of subdivided area with accurate distances, bearings, and boundary angles; and a table showing mathematical closure of the subdivision boundaries, and also coordinate points of all interior lot corners with reference to one corner of the subdivision if the subdivision contains curve linear lot lines.

_____ Exact locations, names, widths, lot designation, and centerline of all streets within the subdivision.

_____ Easements for public utilities showing width and use intended.

_____ Building setback lines with dimensions.

_____ Lot numbers and addresses.

_____ Certification of Registered Engineer and/or Land Surveyor.

_____ Description and location of all permanent monuments set in the subdivision, including ties to original Government corners

_____ The final plat shall be an exact duplicate of the plat proposed to be filed for record in the County Recorder's office.

Accompanying Material

_____ Plans and Profiles of all streets and alleys at a fifty-foot horizontal scale and five-foot vertical scale.

Profiles shall show location, size, and grade of all conduits, sewers, pipelines, etc., to be placed under the streets and alleys. Profiles of East and West streets shall be drawn so that the West end of the profile shall be at the left side of the drawing. Profiles of the North and South streets shall be drawn so that the South end of the profile shall be at the left side of the drawing.

_____ Any protective covenants or restrictions to be imposed upon the plat shall be submitted for approval.

_____ A deed to the City, properly executed, for all streets intended as public streets, and for any other property intended for public use.

Required Certificates

_____ A certificate by the owner and the spouse, if that the subdivision is with their free consent and is in accordance with the desire of the owner and spouse. This certificate must be signed and acknowledged by the owner and spouse before some officer authorized to take the acknowledgments of deeds;

_____ A complete abstract of title and an opinion from an attorney at law showing that the fee title is in the proprietor and that the land platted is free from encumbrance, or is free from encumbrance other than that secured by a bond as provided in Section 354.11 of the Code of Iowa.

_____ A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

_____ From the Clerk of the District Court that the subdivision land is free from all judgments, attachments, mechanics or other liens of record in said office.

_____ A resolution and certificate for approval by the Council and for signatures for the Mayor and Clerk.

_____ Performance Bond, if any.