

CITY/COUNTY FINAL PLAT CHECKLIST

Subdivision Name: _____ Date: _____ No. Lots/Tracts/Parcels _____ Fee: _____

Company Submitting Plat _____
 (Place a check mark for each item met, or N/A for not applicable)

	<u>Applicant</u>		<u>Agency Comments</u>
1.	County plat	_____	_____
2.	Plat within a city impact area	_____	_____
3.	City plat	_____	_____
4.	18" x 27" with 3 1/2" margin at left end; 1/2" on other ends.	_____	_____
5.	One paper copy of final plat	_____	_____
6.	North Arrow	_____	_____
7.	Basis of bearing & source	_____	_____
8.	Scale	_____	_____
9.	Stamped, signed & dated	_____	_____
10.	Subdivision name (not duplicate of existing plat)	_____	_____
11.	Section	_____	_____
12.	Township	_____	_____
13.	Range	_____	_____
14.	Meridian	_____	_____
15.	County	_____	_____
16.	City	_____	_____
17.	State	_____	_____
18.	Legend	_____	_____
19.	Vicinity map	_____	_____
20.	Easements; location, width & purpose	_____	_____
21.	Block numbers	_____	_____
22.	Lot numbers for all lots, tracts, open spaces, etc.	_____	_____
23.	Road Right-of-Way widths	_____	_____
24.	Road Right-of-Way; centerline locations	_____	_____
25.	Road Right-of-Way; dedications	_____	_____
26.	Bearings and distances of exterior boundary	_____	_____
27.	Bearings and distances of interior lot lines	_____	_____
28.	Exterior boundary corners; material, size, length	_____	_____
29.	Interior lot corners; material, size, length	_____	_____
30.	Centerline monuments	_____	_____
31.	Reference to adjoining subdivisions or records of survey	_____	_____
32.	Description of all monuments (Public Land Survey corners & section subdivision corners)	_____	_____
33.	No encroachment upon margins of plat	_____	_____
34.	Clarity of all lines	_____	_____
35.	Legal description of exterior boundary	_____	_____

- 36. Exterior boundary & all lot close _____
- 37. Acreage to three decimal places (S.F. -nearest foot) _____
- 38. Tie to two Public Land Survey or monuments
recognized by the County Surveyor/City Surveyor _____
- 39. Copy of corner perpetuation forms on corners
used to control subdivision and pertinent ROS & Plats _____
- 40. Curve data incl.delta, radius, chord brg/dist, length _____
- 41. General notes & details _____
- 42. Cul-de-sac & knuckle radius _____
- 43. Surveyor's certificate _____
- 44. Owner's dedication certificate _____
- 45. Company title block _____
- 46. Conditions _____
- 47. Reference to boundary conflicts with adjoiners _____
- 48. Special setback lines _____
- 49. Private reservations _____
- 50. Public/private dedications _____
- 51. Notary Public format & stamp _____
- 52. Highway District Approval _____
- 53. County Surveyor Certification _____
- 54. County Treasurer Certification (only valid for 30 days) _____
- 55. County Recorder Certification _____
- 56. County Commissioners' Certification _____
- 57. Sanitary Restriction/Health District Approval _____
- 58. City Council Approval _____
- 59. City Engineer Signature _____
- 60. City Clerk Signature _____
- 61. Water System Statement _____
- 62. Field Check (All pins set or bond in place) _____
- 63. Kootenai County Surveyor's
Final Plat Checklist (checked and signed by surveyor) _____

Submittal Reviewed by Surveyor _____ Date Reviewed _____

City Engineer/Surveyor: This city final plat has been/or is being reviewed: _____ Date _____
(The city signature does not indicate a certification of completeness or accuracy of the contents of the plat.)

Checked by: _____ Date _____

County Surveyor Review _____ Date _____

Remarks: _____

Last Updated: April 15, 2008

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