FINAL PLAT CHECKLIST (MAJOR AND MINOR)

Applicant/Subdivision Name _____

Tax Map _____ Grid _____ Parcel _____ Lot _____ Zoning: _____

Surveyor _____

Checklist completed by: _____ Date_____

Plat reviewed by: _____ Date_____

The Surveyor will review each subdivision preliminary plat submission & application for completeness and accuracy. Each item shall be reviewed and checked as follows:

Y = Information Complete.
N/A = Information Not Applicable.
W = Waiver of required information. Submit separate request in writing to Planning Officer.

REQUIRED FINAL PLAT NOTATIONS AND INFORMATION

Based on unique characteristics of each parcel the Technical Advisory Committee may require additional information to be submitted during the final plan review.

_____ 1. All notations and information as required on the Sketch Plan & Preliminary Plat Checklists.
_____ 2. Date of latest plat revision.
_____ 3. Notation of any self-imposed restrictions and location of any building lines proposed to be established in this manner.
_____ 4. All monuments erected, corners, and other points established in the field in their proper places. The material of which monuments, corners, or other points are made shall be noted at the representations thereof or by legend.
_____ 5. An owners statement to the effect that the applicant is the owner of the property shown on the final plat and that the plan of subdivision is made with their consent and desire to record the same.
_____ 6. The owner statement must be signed by all owners with a separate notary signature for each owner.
_____ 7. If the owner of land is a corporation, the title and name of the representative signing the plat for the corporation shall appear on the plat.
_____ 6. Signature and seal of the licensed land or property line surveyor responsible for the plat.
_____ 7. Spaces of endorsement of the County Health Officer, County Engineer and County Planning Officer with appropriate signature block wording.

_____ 8. Approved construction plans for all proposed subdivision improvements including, but not limited to, roads, stormwater management plans and sediment and erosion control plans.

_____ 9. Evidence of approval for any permits or plans required by any other County, State, or Federal regulations, if applicable.

_____ 10. Written assurance by every person having a security interest in the subdivision property indicating that they endorse the subdivision.

_____ 11. Finalized, ready for approval, subdivision improvements agreements and guarantees between the developer and the County.

_____ 12. Final copy of any private covenants for the subdivision.

_____ 13. Finalized, ready for approval, Reservation of Development Rights Agreements.

_____ 14. In the event that any final ruling of the Planning Officer on a preliminary or final plat is appealed to the Board of Appeals, a notation of the Board's action on the appeal shall be placed on the final plat with the date of the Board's action.

_____ 15. Topography may be removed from the final plat submission.

APPLICANT FAILURE TO ADEQUATELY ADDRESS ALL APPLICATION AND CHECKLIST ITEMS, AND THOSE SPECIFICATIONS IN ACCORDANCE WITH CHAPTER 168 OF THE TALBOT COUNTY CODE, MAY RESULT IN A PROJECT BEING CONSIDERED INCOMPLETE OR INACCURATE. ANY SUCH DEFICIENCIES MAY RESULT IN RETURN OF APPLICATION WITHOUT PROCEEDING TO THE NEXT LEVEL OF REVIEW. ONLY THAT INFORMATION SUBMITTED WITH THE ORIGINAL APPLICATION AND IN COMPLIANCE WITH SUBMITTAL DEADLINES WILL BE REVIEWED BY THE TECHNICAL ADVISORY COMMITTEE.

_____ _____

Applicant's signature **Date**

I HEREBY CERTIFY THAT THIS CHECKLIST AND ASSOCIATED PLAN ARE TECHNICALLY CORRECT AND ACCURATE TO THE EXTENT NECESSARY FOR MEETING TALBOT COUNTY REQUIREMENTS FOR PRELIMINARY PLAT REVIEW SUBMISSION.

_____ _____

Surveyor's signature **Date**