

**COUNTY OF RUTHERFORD
SUBDIVISION CHECKLIST**

Development Name _____ *Submittal Date* _____

Owner Name _____ *Surveyor Name* _____

Owner Address _____ *Surveyor Address* _____

Owner Phone _____ *Surveyor Phone* _____

Lots _____ *Acres* _____

GENERAL REQUIREMENTS

- _____ 1. *Subdivision name*
- _____ 2. *Owner information including name, address, telephone*
- _____ 3. *Surveyor information including name, address, telephone*
- _____ 4. *Surveyor seal*
- _____ 5. *North arrow*
- _____ 6. *Sketch of Vicinity Map*
- _____ 7. *1" = not less than 200' scale shown graphically and numerically*
- _____ 8. *4 copies of plat or (2 copies in-office approval)*
- _____ 9. *Fee of \$200 or \$10 per lot, whichever is greater (planning board) or \$50 (in-office approval).*
- _____ 10. *Linen or Mylar film*

*The plat shall conform to the provisions of N. C. General Statutes 47-30 as amended.

DELINEATION

- _____ 1. *Exact boundary lines of the tract to be subdivided*
- _____ 2. *Location of intersection boundary lines of adjoining lands*
- _____ 3. *Names and deed references of owners, adjoining owners, and adjoining subdivisions*
- _____ 4. *All visible and apparent right of ways, waterways, utilities, roadways, and other such improvements shall be accurately located*
- _____ 5. *Every straight or curved boundary line, street line, lot line, right of way line, easement line, and set back line*
--All of the aforementioned lines shall include dimensions, bearings, or deflection angles, radii, central angles, and tangent distances (for curves)
- _____ 6. *Blocks and lots numbered consecutively throughout the entire subdivision*
- _____ 7. *Accurate locations and descriptions of all monuments and control points*
- _____ 8. *Street names and right of way lines of all streets*
--Location and width of all adjacent streets and easements
- _____ 9. *Location and dimensions of all right of ways, utility, or other easements (705.2.9) dedicated to public or private use*
- _____ 10. *Plans for utility layouts, i.e. (sewers, storm sewers, water distribution lines, natural gas, telephone, and electric service) illustrating connections to existing systems (sec 902)*

---or---
- _____ 11. *Plans for individual water supply and/or sewage disposal systems, if applicable (sec 902)*

- _____ 12. Plans shall show line sizes, fire hydrant locations, blow-offs, manholes, pumps, force mains, and gate valves (sec 902)

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<p>CERTIFICATES</p>

- _____ 1. Certificate of Approval by the Planning Commission
- _____ 2. *Certificate of Approval by County Planner/Chief Building Inspector*
- _____ 3. *Certificate of Ownership and Dedication*
- _____ 4. *Certificate of Survey and Accuracy*
- _____ 5. *Certificate of Approval of Water Supply and Sewage Disposal Systems* (or obtain a surety bond)
- _____ 6. Certification of Approval of the Installation and Construction of Streets, Utilities, and Other Required Improvements (or obtain a surety bond)
- _____ 7. Subdivision Streets Disclosure Statement
- _____ 8. *Review Officer*
- _____ 9. *Register of Deeds*
- _____ 10. *E-911 Road Name Approval Stamp*

NOTE: Certificate must be signed by appropriate parties

*The original final plat shall be recorded by the subdivider with the Rutherford County Register of Deeds within 30 days of the final approval date.

Directions _____

<i>Subdivision street names:</i>	<i>E911 Approval</i>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

FLOOD PLAIN INDICATED CLEARLY *Yes / No*