

Complete Plan Set: Plat

To be considered complete, the site plan should include the information below to the extent it is applicable. This is not an exhaustive list, additional items may be required at pre-application meeting.

All Plats:		
1	Drawing Title, Project Name and Date of Preparation and/or Revision	
2	North Arrow and Scale	Use engineering scale. Please include written and graphic scale.
3	Project Information	<ul style="list-style-type: none"> • Subdivision location and perimeter • Section, township, range lines and point or monument of beginning location • Dimensions of all lot lines in feet • Lot number and area for each lot • Graphic identification, location and dimensions for all existing and proposed easements • Location, dimensions and areas of proposed open space or other public use • Location, dimensions and areas of limited common elements • Names of existing and proposed streets • Bearings and distances for centerlines and right-of-ways • Location, dimensions and area for proposed streets • Floodway, floodplain, water courses, wetlands, irrigation ditches, drainage ditches
4	Adjacent and Surrounding Property Information	<ul style="list-style-type: none"> • Subdivision, or if unplatted, the word “unplatted” with the name of property owners of record • Existing lots • Floodway, floodplain, water courses, irrigation ditches, drainage ditches • Street names • Rights-of-way, include width dimensions • Private access easements, include width dimensions • Gas and oil wells
Plat Type Specific:		
1	Condominium or Airspace Plat	<p>Airspace map clearly delineating each condominium unit according to the building permit plan set, or existing conditions not altered through the final plat</p> <p>Include limited common elements and general common elements</p>
2	Preliminary Plat	<ul style="list-style-type: none"> • Existing zoning on and adjacent to subdivision • Proposed zoning, include lot size and setback requirements • Total number of buildable lots • Proposed average, minimum and maximum lot size • A map showing all contiguous property in common ownership • Gross area of property • Location and dimensions of usable lot area • Base flood elevation • Topography at two foot contour intervals • Do not include statements and certifications
3	Final Plat	Include statements and certifications