



## FINAL PLAT CHECKLIST

*The information in this document is for reference purposes only and updated on an annual basis. The applicant is responsible for ensuring documents are submitted in conformance with code. Please refer to City of Indianola Code Chapter 170 for full information required for submitting final plat drawings and supplemental documents. Plans submitted to the city will not be placed on the agenda of approving-body until all documents are in final form determined by the City of Indianola.*

**Name of Project:**

**Submittal Date:**

**Owner:**

**Engineer:**

**Fees Paid:**    Yes     No     **Amount Paid:** \$

**PDF of entire submittal provided to Staff Contact:**    Yes     No

	YES	NO	N/A
1. Final plat must be drawn to the scale of 50-feet to 1-inch for small subdivisions and 100-feet to 1-inch for large subdivisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Page size shall be 11-inches by 17-inches or 24-inches by 36-inches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>CONTENTS OF THE PLAT</b> [§170.09]			
A. Accurate boundary lines, with dimensions and angles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Accurate reference to known or permanent monuments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Accurate metes and bounds description of the boundary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Accurate locations and descriptions of easements for utilities and any limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Addresses as provided by the Zoning Administrator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Areas dedicated for public use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Building setback lines and dimensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Certification by a registered land surveyor of the State of Iowa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

J. Complete curve notes for all curves included in the plat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. Established boundaries of current floodway, floodway fringe, and floodplain overlay lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. Lot numbers and dimensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. Location and accurate dimensions for any property to be dedicated or reserved for public, semi-public, or community use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Includes sidewalks and trails to be installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. Location of areas containing heavy/dense woodlands, bodies of water, and watercourses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O. Location, type, material, and size of all monuments and markers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P. Name of the subdivision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q. Name and address of recorded owner and/or developer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R. Name and address of engineer and surveyor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S. North point, scale, and date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T. Street names	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U. Street right-of-way lines with dimensions and angles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ADDITIONAL FINAL PLAT SUBMITTAL REQUIREMENTS [§170.09]</b>			
A. PDF and CAD file record drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. For roads: centerline elevations at all Point of Inflection and at all intersections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. For sanitary and storm sewer utilities: pipe flowline and rim elevations, pipe slopes, materials, and sizes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. For water utility: water main pipe and services pipe material and size. Location, size, and degree of bends, valve location and size, corporation stop location and size, stop box location and size, and meter pit locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. For stormwater management system and improvements, which includes but is not limited to detention and retention ponds: As-built spot elevations and drainage slope percentages meeting or exceeding slope design requirements where stormwater drainageways and swales cross property lines and for all stormwater management facilities certifying design volume, overflow elevations and outlet structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. A letter from the owner's engineer stating that all public improvements have been made or installed in accordance with City Specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. All required bonds per Chapter 170.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Signed originals of the attachments to subdivision plats (Section 354.11 of the Code of Iowa)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. A signed original of any protective covenants or restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Deeds to the city	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Easements (overland drainage, public sanitary sewer, public water, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Parkland Dedication: deeds, easements, and agreements to comply with the City's Parkland Dedication Ordinance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Post-Construction Stormwater Management: agreement, easement, and/or covenant as required by the City Engineer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Stream Buffers: deeds, easements, and agreements to comply with the City's Stream Buffer Protection Ordinance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. Payment of connection dees and fee district chargers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. Compliance with the design standards in Chapter 170.10 of the City's Codes and Ordinances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. Other requirements as defined by the Community Development Department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Explanation of all items not provided: