

Town of Kingston Springs Final Plat Checklist		
Provided with Submittal	Project Title: _____ Date: _____	For office use
	Subdivision Name	
	Location map	
	Tax map and parcel number for subject parcel(s)	
	Deed book and page number	
	Civil district	
	Zoning of Subject Parcels(s) and that of adjoining properties	
	Property acreage and any remaining acreage and road frontage	
	Graphic scale (1" = 10', 20', 30', 40', 50', 60' or 100')	
	North arrow	
	Date and dates of any revisions	
	Existing contours at a minimum of two (2) foot intervals	
	Name, address, telephone number of Owner/Developer	
	Name, address, telephone number of Design Firm and contact person	
	Name of adjacent owner(s) (even those across right-of-way)	
	Bearings and dimensions of property boundaries	
	Location and description of survey monuments	
	Lot lines and dimensions	
	Building setback lines(front, side, rear)	
	Location of existing platted property lines and buildings	
	Lot numbers	
	Existing and proposed street names and right-of-way dedication and centerline(s)	
	Location of existing watercourses, railroads, bridges, and culverts	
	Location of existing drainage and /or public utility easements	
	Location and size of existing and proposed public utilities and/or easements (sewer, water, gas, electric and fire hydrants)	
	Location of proposed public utility drainage easements	
	Location of stop and street name signs	
	SSDS areas	
	Grading and drainage plans	
	Curb and gutter or drainage ditch cross section	
	Location of the 100-year floodplain, floodway, and proposed finished floor elevation (if applicable)	
	Existing and/or proposed development signage (size, height, and location)	
	Bond Information: Linear feet of water line; Number of fire hydrants; Linear feet of sewer line	
	Certificates: Accuracy; Ownership; Streets, Utilities; Utility Bond; Water and Sewer; Health Department; Recording	
	Any other improvements required by the planning commission before the final plat is approved	
	All required fees and/or bonds have been paid	