



Town of Kingston Springs Preliminary 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	
	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)	
	Bearings and dimensions of property boundaries	
	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	
	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 the 100-year floodplain, floodway, and proposed finished floor elevation (if applicable)	
	Existing and/or proposed development signage (size, height, and location)	
	Any other information required by the planning commission before the preliminary plat is approved	
	All required fees and/or bonds have been paid	