



CITY OF ABERDEEN
CHECK LIST FOR
FINAL SUBDIVISION PLAT

Name of
Subdivision: _____

The following check list summarizes the information which must be shown on the final plat in order to be reviewed by the Planning Commission, Department of Planning and Community Development, Department of Public Works, and the City Council. The check list shall be completed by the Director of Planning and Community Development and applicant at the time of submission, and if incomplete, the plat shall be returned to the applicant noting the deficiencies. Submit checklist with fifteen (15) copies of the final plat and appropriate fee.

The following materials must be submitted with your application or it will not be accepted or reviewed. The City will review the materials submitted to determine if we have everything we need to complete the review. Applicant can verify submittal includes specific materials necessary for the application.

	<u>Check Item</u> <u>If Complete</u>
1. Sheet size of 24" x 20"	_____
2. Name of subdivision	_____
3. Name and address of owner	_____
4. Name and address of the engineer or surveyor	_____
5. Zoning classification and dimensional requirements	_____
6. Date, north point and scale	_____
7. Scale of 1" = 50 feet or 1" = 100 feet	_____
8. Location map	_____
9. Tract boundaries indicated by a heavy solid line showing bearings and distances	_____
10. Location, names, and right-of-way and pavement widths of existing streets, location of property lines, and names of owners, location of water courses, sanitary sewer, and storm drains within 400 feet of tract	_____
11. Location of all monuments indicated	_____
12. Location, size and purpose of underground utility rights-of-way and easements within the property	_____
13. Utility Agreements for review and approval by the City	_____
14. Location of existing buildings, wooded areas, sensitive areas, and areas subject to flooding	_____
15. Layout of proposed street names, right-of-way and pavement widths	_____
16. Layout and dimensions of lots and building setback lines	_____
17. Note of average and minimum lot size	_____
18. Owner's notes and certification	_____
19. Sites intended to be dedicated to open space for a public purpose	_____
20. Note stating final locations for fire hydrants, valves, water and sewer lines, and pumping stations shall be determined on the construction drawings.	_____
21. City signature approval blocks: Planning Commission Chairman, Mayor for the City of Aberdeen, Director of Public Works, Harford County Health Officer	_____

Director of Planning and Community Development

Date of Completed Submission

Applicant