



## GRANITE FALLS

### CITY OF GRANITE FALLS FINAL PLAT SUBMITTAL CHECKLIST

- One digital copy of as-built drawings on a CD in a CAD program compatible with AutoCAD or ArcView.
- Copy of certification of work completed by the City in connection with the checking, computing and correcting of the plat, and for plan checking, inspecting, and testing of plat improvements, including water lines, sanitary sewer lines, storm water retention and drainage systems, streets, curbs, gutters and sidewalks.
- Five copies of as-built construction drawings
- Final Plat on reproducible mylar or equivalent, twenty two inches (22”) wide by thirty four inches (34”) long, scale of fifty feet to one inch (50’=1”) or larger.
- The Plat must contain:
  - Primary control points, approved by the City engineer, or descriptions and “ties” to such control points, to which all dimensions, angles, bearings and similar data on the plat shall referred;
  - Tract boundary lines, right of way lines of streets, easements and other rights of way, and property lines of residential lots and other sites, with accurate dimensions, angles, bearings, and similar data on the plat shall be referred;
  - Name and right-of-way width of each street or other right-of-way;
  - Location, dimensions and purpose of any easement;
  - Tract number to identify each lot or site;
  - Purpose for which sites, other than the residential lots, are dedicated or reserved;
  - Minimum building setback line on all lots and other sites;
  - Location and description of monuments by symbol. Unless otherwise approved, monuments shall be placed at street intersections, centers of cul-de-sacs, and points of curve and tangency in curvilinear streets;
  - Reference of plats of adjoining land by their recorded name, date, volume and page number;

- Certification by licensed land surveyor or licensed professional civil engineer substantially giving full and correct description of the lands divided as they appear on the plat, including a statement that the subdivision has been made with the free consent and in accordance with the desires of the owner(s). If the plat contains a dedication, the certificate shall also contain the dedication of all streets and other areas to the public, and individual(s), religious society or societies or to any corporation, public or private, as shown on the plat and a waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage, and maintenance of the road. The certificate shall be signed and acknowledged before a notary public by all parties having an interest in the lands subdivided.
- Every plat containing a dedication filed for record must be accompanied by a title report confirming that the title of the lands as described and shown on the plat is in the name of the owners signing the certificate.
- An offer of dedication may include a waiver of right of direct access to any street from any property, and if the dedication is accepted, any such waiver is effective. Such waiver may be required by the City as a condition of approval. Roads not dedicated to the public must be clearly marked on the face of the plat. Any dedication, donation, or grant as shown on the face of the final plat shall be considered to all intents and purposes as a quitclaim deed to the recipient or recipients, grantee or grantee(s) for his, her or their use for the purpose intended by the donors or grantors as aforesaid.
- Plat name, scale, north arrow, date and legend of symbols.
- Plans and profiles of all utilities and street improvements showing approval of the design by the city engineer.
- Certificate of completion of one of the following alternatives, as directed by the City, shall accompany the final plat:
  - All improvements have been installed in accord with the requirements of these regulations and accepted by the City upon the recommendation of the City engineer as certified by the City clerk/treasurer;
  - Approved plans are on file with the City engineer for all required utilities and street improvements and cash, an assignment of funds or surety bond for all uncompleted work as required by the City in the Public Works Standards has been posted with the City clerk/treasurer and deposited with the City clerk/treasurer.
- Signatures of the County treasurer, City clerk/treasurer, City engineer, Planning Commission Chair, and Mayor