

## PRELIMINARY PLAT REVIEW CHECKLIST

	Project Name:	Date:	Notes
A.	Title block in right bottom corner showing name of subdivision		
B.	North arrow, scale and date;		
C.	The names and addresses of the property owner and the engineer and/or surveyor;		
D.	The boundary lines and total acreage of the tract to be subdivided;		
E.	The location, widths and names of all major existing, proposed and/or platted streets and other public ways within and/or adjacent to the tract, railroad right-of-way and other important features, such as section lines, political subdivisions and corporations lines;		
F.	Existing and proposed sewers, water mains, culverts or other underground structures within the tract and immediately adjacent thereto with pipe sizes and location indicated;		
G.	The preliminary Plat shall be clearly and legibly drawn at a minimum scale of one inch (1) equals two hundred feet (200). Minimum sheet size shall be eighteen by twenty-four inches (18 by 24). If the complete plat cannot be shown on one (1) sheet of this size, it may be shown on more than one (1) sheet with an index map on a separate sheet of the same size. Plats shall be numbered "Sheet 1 of ____, Sheet 2 of ____, " etc.;		
H.	The layout, number and exact dimensions of proposed lots and existing adjacent land/lot owners;		
I.	The location of all monuments;		
J.	Building setback lines on all lots;		
K.	Private deed restrictions, if any;		
L.	Indicate all flood plains and floodways within and adjoining the proposed development by lot if plat contains different zones. Plat shall reflect site topography with two foot (2) contour intervals (NGVD). Plat shall reflect the 100-year flood plain limits and the location of the floodway and other requirements for subdivision development in the flood prevention ordinance;		
M.	Street cross sections in accordance with Section 11-4 of the "Subdivision Regulations, City of Madison, Mississippi" and proposed street names;		
N.	Location of sidewalks to be constructed in accordance with Amendment to City Ordinance effective February 4, 1991;		
O.	Proposed density expressed as lots (units) per acre;		
P.	If open space is required then a statement as to the size required vs. size proposed should be provided, show calculations;		
Q.	A vicinity map depicting existing streets, highways, township, range and section designations;		
R.	Show current zoning		
S.	Submit a copy of Restrictive Covenants along with Preliminary Plat (and for recording with final plat). Approval of the Preliminary Plat by the Department of Public Works and Department of Community Development shall not constitute or guarantee approval of the final plat. Rather, it shall be deemed as authorization to proceed with final construction plans;		
T.	A listing of Construction "Best Management Practices" (BMPs) that are proposed to be utilized during the construction of the subdivision; (See Exhibit No. 1)		
U.	Preliminary plat shall include conceptual compliance requirements of stormwater detention ordinance, erosion control ordinance, landscape ordinance and the zoning ordinance.		
V.	Where required, a road widening easement and width shall be shown;		
W.	Location of construction entrances for all phases (where required) and placement of construction traffic signs shown;		
X.	Minimum square footage of Residences/Buildings (heated and cooled);		
Y.	Show proposed drainage of all lots with direction arrows.		
	_____		
	Signature of Applicant	Date	
	_____	_____	
	Community Development		