

CITY OF OXFORD, MISSISSIPPI FINAL PLAT CHECKLIST FOR SUBDIVISION

- (2) 18" x 24" Final Plats with final plat data to be recorded with owner, engineer, and surveyor certificates on mylar at a scale not exceeding 1" = 100'
- (4) 24" x 36" complete sets of corrected and complete Construction drawings stamped or sealed by the Project Engineer with note stating submitted with Final Plat (Construction Drawings must be submitted in Black and White)
- (13) 11" x 17" copies of the Final Plat
- (1) Complete copy of protective covenants in the form for recording if development is to have protective covenants
- (1) copy of the subdivision plat in digital form. This digital version may be DWG, DXF, SHP, or ZIP (compressed) format. All digital files should be submitted on either 3.5" "floppy" disks or compact disks.
- Certification from the City Engineer that the sub-divider has complied with one of the following alternatives:
 - All requirements have been installed by the sub-divider in accordance with the requirements of the City of Oxford Development Code and with the action of the Board of Aldermen, giving approval of the preliminary plat, and accepting maintenance of utilities and streets.
 - A bond equivalent to one hundred fifty percent (150%) of the construction cost (as approved by the City Engineer from the Project Engineer's Estimate of Probable Cost) has been posted by the sub-divider which is available to the city in a sufficient amount to ensure completion of all required improvements.
- Approval of Planning Commission (with signature of Chairman of the Planning Commission on the Final Plat)
- Approval of Board of Alderman (with signature of Mayor of the City of Oxford on the Final Plat)

MINIMUM DATA REQUIRED TO BE SUBMITTED WITH FINAL PLAT:

- Plat may be on several sheets accompanied by an index sheet showing the entire subdivision. For large subdivisions the final plat may be submitted for approval progressively in contiguous sections satisfactory to the Planning Commission.
- All data shall be based on a datum plane approved by the City Engineer (NAD 83 Mississippi East State Plan Coordinate System is approved)
 - 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 be 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, bearings or deflection angles, and radii, arcs, and central angles of all curves.
- Name and right-of-way width of each street or other right-of-way of each street or other right-of-way
- Location, dimensions and purpose of any easement
- Number to identify each lot or site
- Purpose for which sites, other than residential lots, are dedicated or reserved.

- Minimum building setback line on all lots and other sites.
- Location and description of monuments.
- Names of record owners of adjoining unplatted land.
- Reference to recorded subdivision plats or adjoining platted land by record name, date and number.
- Certification by surveyor or engineer certifying to accuracy of survey and plat.
- Certification of title showing that the applicant is the owner.
- Statement by owner dedication streets, rights-of-way and any sites for public uses.
- Title, scale, north arrow, and date.

MINIMUM REQUIREMENTS FOR CONSTRUCTION DRAWINGS:

- All data shall be based on a datum plane approved by the City Engineer (NAD 83 Mississippi East State Plan Coordinate System is approved)
- Profiles showing existing ground (If requested by City Engineer)
- Profiles showing proposed street grades (Including extensions for a reasonable distance beyond the limits of the proposed subdivision)
- Typical cross sections for the proposed grading
- Typical cross sections for the proposed roadway and sidewalks
- Plan for the proposed storm sewer (Including grades, sizes, detention/retention locations, detention/retention size and detention/retention supporting calculations)
- Utility Plan
 - Sanitary Sewer Layout and/or Profiles (Must also show size, grades, location for proposed main, location of proposed services, location and invert elevations for proposed manholes, and if sewers are not on adjacent tract, indicate the direction and distance, size and inverts elevations of the nearest ones)
 - Potable Water Layout (Must also show size, location for the proposed main, location for the proposed services, location for proposed fire hydrants, and if water mains are not on adjacent tract, indicate the direction, distance and size of nearest ones)
 - Electricity Layout (Must show proposed location of lines, proposed location of transformers, proposed location of street lights)
 - Gas Layout (Must show proposed location of gas mains, proposed location of gas services)
 - Cable Utilities Layout (Must show proposed location of telephone, television, etc. cables)
 - Other Utilities that wish to provide service to the proposed subdivision must also be shown in the construction plans with an acknowledgment of the proposed location
 - Approval for water and sewer extension by State Agencies
- Grading Plan (An overall grading plan shall be prepared showing existing and proposed contours on the same drawing, contours shall be on a two foot interval or less, an erosion control plan shall accompany grading plan)
 - Approval of Stormwater Permit by State Agencies

Note: Completion of this check list in no way insures the approval of the proposed Subdivision by the City of Oxford. Developer will be responsible for coordination of all utility locations and relocations and insuring that all utilities are constructed as proposed.

Applicant's Signature

Date