

CITY OF OXFORD, MISSISSIPPI  
PRELIMINARY PLAT CHECKLIST FOR SUBDIVISION

- Submittal fee of \$100.00 plus \$5.00 per lot
- One complete copy of drawings with appropriate fee
- (4) 24" x 36" complete sets of drawings at a scale of 1" = 100'
- (13) 11" x 17" sets of drawings including site layout, landscape plan, tree survey and preservation plan if required
- (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.
- Submission of construction and drainage drawings to the Engineering Department
- Name of Subdivision
- Date
- North point and graphic scale
- Name of owner, sub-divider
- Proposed lot lines, lot numbers
- Existing and proposed streets named or numbered for reference, including dimensions of right-of-way
- Location of easements, width and purpose
- Identification of proposed use of land, including any reserved areas and their acreage
- Topographic survey
- Location or vicinity may showing relationship of subdivision site to the area, including township, range, section, and parts of section
- Ownership of all adjacent parcels and names, and adjoining boundaries of all adjacent subdivisions
- Approvals from state agencies for Water and Sewer extensions
- Location of proposed wastewater connections to the City of Oxford
- Acreage of the land to be subdivided
- A statement on the plat that the subject property is or is not in the floodplain as shown by Flood Insurance Rate Map (FIRM). If the subject property is in the floodplain, the plat should be accompanied by a completed "Flood Development Permit" along with an impact statement
- Identification of the number of acres of storm water runoff along with indications of direction of runoff flow and calculations if detention/retention is required
- Existing zoning classification if applicable
- Engineer and developer's name

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Applicant's Signature

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Date