

Preliminary Plat Checklist

1. Date, north point, graphic scale, subdivision name, total acreage to be subdivided and total acreage under control of the developer. Scale shall not be less than 1" = 100' or 1:1,000/1cm = 10m. No subdivision may bear a name identical to, or unacceptably similar to, the name of an existing subdivision.
2. Contours shall be shown at intervals of not more than 5'. In areas where existing slope is less than 3% on one acre or more, the contour interval shall be 2' or less. Contour elevations shall be labeled sufficiently to identify the direction of surface drainage. Contour interval shall be noted on the drawing.
3. Names and addresses of owners and of the designer of the plat, who shall be a land surveyor registered to practice in the State of Alabama.
4. Names and addresses of owners of record of all adjoining parcels of land as they appear on the current tax records.
5. Name and Plat Book and Page of all adjoining subdivisions.
6. Locations and widths of rights-of-way of proposed and existing streets, alleys, and easements. All intersecting street rights-of-way shall provide an appropriate radius based on street geometry. The minimum radius shall be 25 feet. Proposed locations of "stop," "yield," and other traffic control signs.

If the proposed subdivision abuts an existing street, the location of any intersecting streets on the other side of such abutting street shall be depicted.

In the event that a proposed subdivision is not served by a private street, the subdivision designer shall include a statement showing the Deed Book and Page Number of deeds granting rights-of-way.

7. The names, locations, widths, and other dimensions of existing or proposed parks, playgrounds, open spaces, or other public property.
8. The locations of existing and proposed property lines, existing buildings, driveways, on-site sewage disposal systems, water courses, railroads, bridges, culverts, and drain pipes on land to be subdivided and for an area at least fifty (50) feet in width around the perimeter thereof.
9. Location and dimensions of existing sanitary sewer lines and, to the extent known at this stage, of proposed sanitary sewer lines. In the event the subdivision will be served by septic tanks or a developer-installed sewage lift station, the Preliminary Plat should so state.
10. Proposed lot lines, lot numbers, approximate dimensions, and square footage for each lot, along with a statement that all lots meet the minimum lot size requirement of the zoning classification and/or applicable most stringent subdivision regulation, City or County.
11. Proposed front, rear, and side yard setbacks, either on the lots or in the notes.

12. Number of Section, Township, and Range, with approximate ties to all identifiable section corners within or close to the proposed subdivisions. If adjoining an existing recorded subdivision, an existing known subdivision corner may be substituted.
13. Vicinity map showing the general location of the subdivision in relation to existing and proposed major streets, schools, parks, and other subdivisions.
14. Existing zoning classification of proposed subdivision. If not located within in City limits, provide note stating that *property is located outside the City limits but within the City's Planning Jurisdiction*.
15. Street cross-section of existing streets and sidewalks within the existing Right-of-way.
16. Street cross-section, showing proposed widening, sidewalks, Right-of-way width along with proposed roadway buildup and statements concerning type of material to be used in construction.

Sidewalks are not required for the following: Along ALDOT roads where ALDOT has submitted a statement; In previously recorded subdivisions where sidewalks were not required; or in the PJ where the county engineer, city engineer, and planning director agree.

17. Building and parking lot outlines, where required pursuant to *Subsection 5.4(3) – lots intended for duplex, quadplex, or multi-unit structures.*
18. If any portion of the land included in, or immediately adjacent to, the proposed subdivision is located within the Floodway or the 100-year flood boundary of a stream or river, as depicted on the Flood Boundary and Floodway Map, or is located in a "Special Flood Hazard Area," as depicted on a Flood Hazard Boundary Map, then such Floodway, Boundary, or Flood Hazard Area shall be indicated on the Preliminary Plat as accurately as possible.