

**Form IV.**  
**FINAL PLAT CHECKLIST**  
**HOMEWOOD PLANNING COMMISSION**

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Subdivision Name

The final plat shall be a reproducible drawing in ink, on 24 x 36 inch vellum or Mylar at a scale of not greater than one hundred (100) feet to one (1) inch, and shall be prepared by a registered land surveyor with name, signature, registration number and address of surveyor affixed. A resurvey of a part of a subdivision may be tied to the original subdivision. The Final Plat shall also show the following:

1. Identification and Scale of Drawing

- Name of subdivision
- Date
- North Arrow
- A Vicinity Sketch or Key Map
- Written and Graphic Scale
- Name and registration number of land surveyor
- Location of the subdivision by legal tie, quarter-quarter section, township, and range
- Names, addresses, and signatures of all owners and authorized agents (including existing mortgages).

2. The location of existing and platted features on the land to be subdivided and on the adjoining land

- Location and description of monuments.
- Reference to recorded subdivision plats of adjoining platted land by Map Book Volume and Page Number.
- The location, dimensions, and areas of all adjoining lots, including building setback lines.

3. The location of proposed features, improvements and property lines

- Property lines of lots, with accurate dimensions, bearings, deflection angles, radii, arcs, and central angles of all curves.
- Name and right-of-way width of each street and other right-of-way.
- Purpose for which sites, other than residential lots, are dedicated or reserved.
- The minimum building setback line on all lots and other sites.
- The total acreage in the subdivision not zoned residential or devoted to public purposes.
- The location and dimensions of all boundary lines of the property.
- The location of water bodies, streams, floodplains, areas subject to periodic or frequent inundation, and other natural site features deemed pertinent by the Planning Commission.
- Lots and blocks consecutively numbered or lettered in alphabetical order. The lots and blocks in numbered additions to subdivisions bearing the same name shall be numbered or lettered consecutively throughout the several additions
- The location, function, and dimensions of all existing and proposed public and common areas, including rights-of-way, easements, and areas for streets, utilities, drainage, parks, recreational facilities, schools, government buildings, railroads, common open space, common parking and driveways areas, railroads, and any other special rights-of-way, easements, and common areas.
- Notation of any self-imposed restrictions or covenants, if required by the Planning Commission.

4. Site data

Amount of acreage to be subdivided.

5. Other Documentation

Letter of approval from the Homewood Fire Department indicating that satisfactory services can be provided to the proposed subdivision.

Provide three copies of any protective covenants running with the land in form for recording.

6. Certifications to be placed on the Final Plat

Certification of Developer's Engineer relative to adverse impacts as follows:

***I, \_\_\_\_\_, a registered engineer, hereby certify that no adverse impacts will occur to adjacent property as a result of this development so long as it is constructed in accordance with the construction plans and specifications.***

\_\_\_\_\_  
*Practicing Engineer*

\_\_\_\_\_  
*Registration Number*

Approval by the Jefferson County Health Department, if individual well and septic systems proposed.

***Approved as meeting all Jefferson County health standards for individual sewerage and well systems.***

\_\_\_\_\_  
*Sanitary Engineer, Jefferson County Health Department*

\_\_\_\_\_, 20\_\_\_\_\_  
*Date*

Certification of subdivision improvement bond (as required), as follows:

***A performance bond in an amount sufficient to cover the costs of construction of all public improvements has been approved by the Planning Commission on:***

\_\_\_\_\_  
*City Clerk*

\_\_\_\_\_, 20\_\_\_\_\_  
*Date*

Certification of ownership and offer of dedication, as follows:

***I hereby certify that I am the owner of the property described hereon, which property is located within the subdivision regulation jurisdiction of the City of Homewood, Alabama, that I freely offer this plat and dedicate to public use all such areas shown on this plat, and that I will maintain such areas until the dedication is accepted by the City Council.***

\_\_\_\_\_  
*Owner (notarized)*

\_\_\_\_\_, 20\_\_\_\_\_  
*Date*

Statement regarding easements:

***All easements shown on this map are for public utilities, private television cable systems, sanitary sewers, storm sewers, storm ditches, and may be used for such purposes to serve property both within and without this subdivision.***

Endorsement for Jefferson County Environmental Services

*Environmental Services Department approval indicates that easements have been dedicated for future Jefferson County sanitary sewers however this does not mean sanitary sewers have been built or will be built in the future. Any change in the Right-of-Way or Easements boundaries after this date may void this approval.*

\_\_\_\_\_  
*Director of Environmental Services*

\_\_\_\_\_  
*Date*

Certification by land surveyor, as follows:

*Certified that this plat is an accurate survey of the subdivision and that all monuments have been erected as represented and that all parts of this map have been completed in accordance with the requirements of the minimum technical standards for the practice of land surveying in the State of Alabama.*

\_\_\_\_\_  
*Registered Land Surveyor*

\_\_\_\_\_, 20\_\_\_\_  
*Date*

Endorsement by the Planning Commission, as follows:

*Final plat approved by resolution of the Homewood Planning Commission on:*

\_\_\_\_\_, 20\_\_\_\_

**APPROVED FOR RECORDING.**

\_\_\_\_\_  
*Chairman*

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Zoning Administrator*

Other Certification

Certification of Developer's Designer relative to completion of this checklist:

*I, \_\_\_\_\_, a registered \_\_\_\_\_, hereby certify that all foregoing pertinent items have been incorporated into the Final Plat as indicated.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Registration Number*