

CITY OF BEAVERCREEK

Checklist for Preliminary, Final, or Replat Subdivision Review

PLAT FORM

- _____ 1. Application fee for Preliminary (\$250.00), Final (\$200.00 plus \$50.00 /acre + fraction thereof), or Replat (\$100.00 plus \$30.00/acre + fraction thereof) and one copy of the attached application form.
- _____ 2. Legibly drawn on paper.
- _____ 3. Drawn at scale of one hundred (100) feet to the inch or larger.
- _____ 4. One or more sheets 14" by 20" in size. If more than one sheet is needed, each sheet shall be numbered and the relation to another clearly shown.
- _____ 5. Three (3) copies of final plat prepared by registered engineer or surveyor including all of the following information.
- _____ 6. An electronic copy of final plat.

PLAT CONTENTS

- _____ 1. Name of the subdivision.
- _____ 2. Location by town, section, and range.
- _____ 3. Date of survey for final plat.
- _____ 4. North point/arrow.
- _____ 5. Scale of the plat drawing.
- _____ 6. Plat acreage to thousandths of an acre and deed book and page reference. All replat applications within existing subdivisions shall retain the same name as the original subdivision.
- _____ 7. Name, address, and phone number of professional engineer or registered surveyor who prepared the plat, and appropriate registration number and seal.
- _____ 8. Plat boundaries, based on accurate transverse, with angular and lineal dimensions in measurements to hundredths of a foot and bearings to the second. The basis of the bearings shall be stated. All dimensions, both lineal and angular, shall register in both distance and azimuth to an error ratio of one (1) part in 10,000. Submission shall include the superimposed plat as identified in Section 155.055(D). All such measurements and calculations shall be performed by, or under the direct supervision of, a registered professional surveyor.
- _____ 9. Every plat shall be superimposed on a survey of the lands of the dedicators from which such plat is drawn, and shall contain an accurate background drawing of metes and bounds descriptions of the lands of the dedicators from which such plat is drawn.
- _____ 10. True bearing and distances to nearest established street lines, established survey lines or other recognized permanent monuments.
- _____ 11. Exact location, right-of-way, and names of all public and private streets within and

adjoining the plat; radii, internal angles, point of curvature, tangent bearings, and lengths of arcs of all streets within the plat; and location and width of all bikeways and walkways within and adjoining the plat.

- _____ 12. All easements provided for public or private services or utilities shall be described as to purpose. Acknowledgment of the owner or owners to the plat and restrictions, including dedications to public use of all streets, alleys, parks, sanitary sewers and waterlines, storm sewers, drainage easements, gas lines, or other open spaces shown thereon and the granting of the required easements, as shall be indicated by the following statement: "Easements shown on this plat are for the construction, operation, maintenance, repair, replacements, or removal of water lines, gas lines, storm sewer drainage, sanitary sewer, electric, telephone or other utilities or services, and for the express privilege of removing any and all trees or other obstructions to the free use of said utilities and for providing of ingress and egress to the property for said purpose, and are to be maintained as such forever".
- _____ 13. All lot numbers, in numerical order, and lines with accurate dimensions in feet and hundredths and with bearings and angles to seconds if other than right angles to street and alley lines. All non-radial lines shall be labeled as such.
- _____ 14. Accurate location and description of all permanent reference monuments and pins.
- _____ 15. Accurate outlines of areas to be dedicated or reserved for public use, or any area to be served for the common use of all property owners. The use and accurate boundary locations shall be shown for each parcel of land to be dedicated.
- _____ 16. Any private restrictions and covenants shall be shown on the recorded plat; including boundaries of each type of use restriction and other private restrictions for each restricted section of the subdivision.
- _____ 17. Certification by a registered surveyor to the effect that the plat represents a survey made by him/her and that the monuments shown thereon exist as located and that all dimensional details are correct; that the has fully complied with the requirements of these Regulations and the subdivision laws of the State of Ohio governing surveying, dividing, and mapping of the land; and that the plat is a correct representation of all exterior boundaries of the land surveys and the subdivision of it.
- _____ 18. The name of record of all abutting tracts with their deed book and page reference and the plat book reference of all abutting plats.
- _____ 19. Any section lines, corporation limits, township and county lines shall be accurately documented and located on the plat and their names lettered thereon.
- _____ 20. In case a subdivision is traversed by a stream or creek, the location of such channel, stream or creek shall be identified on the plat and the appropriate easement width shall be shown as indicated in Section 155.083.

SUPPLEMENTARY INFORMATION

- _____ 1. Final subdivision approval filed not later than 24 months after approval of the preliminary plan.
- _____ 2. Final drainage calculations.
- _____ 3. Three (3) copies (1 digital set) of construction drawings, grading plans and utility

plans, profiles and/or cross-sections of streets, sanitary sewers, water lines, curbs and gutters and all other construction drawings and the estimated construction costs related to the improvements to be constructed in the subdivision. Said construction drawings shall be prepared by a registered professional engineer licensed to practice in the State of Ohio and certified by same.

- _____ 4. General requirements: Properly completed and signed application form, fee payment obligation statement, agent form, and payment of application fee.
- _____ 5. Digital format file of the proposed subdivision on AutoCAD or .dxf format.
- _____ 6. Declaration of covenants and restrictions in accordance with Section 155.052(E).

AGENT FORM

The undersigned, owner(s) of the certain real property described in the attached Exhibit "A" (the "Property"), do hereby appoint and expressly grant full authority to _____ to act as the sole agent of and on behalf of the undersigned in all matters related to and in connection with the attached application. The undersigned hereby consents and agrees to be bound by the application, by any agreement made by the herein named agent with the City of Beavercreek in connection with this same case, and by all decisions made by the city in connection with this same case.

Owner's Signature

Owner's Signature

Printed Name

Printed Name

Sworn to before me and subscribed in my presence by the said _____
on this _____ day of _____, 20__.

Notary Public

CITY OF BEAVERCREEK
Preliminary, Final, or Replat Subdivision Application

Date _____

Case Number _____

Name of Subdivision _____

Location (Street or Road) _____

Parcel ID(s) _____

Current Owner _____ Telephone _____

Address _____ Email Address _____

Contact Person _____ Telephone _____

Address _____ Email Address _____

Name of Developer _____ Telephone _____

Address _____ Email Address _____

Name of Engineering Firm _____ Telephone _____

Address _____ Email Address _____

Existing Zoning _____ Total Acreage of All Lots _____

Existing Number of Lots _____ Proposed Number of Lots _____

Name of Adjacent Subdivision(s) _____

Existing Public Utilities: Water Sanitary Sewer Storm Sewer

Does the lot replat involve opening, widening or extending any public street or utilities? Yes No

Have any other parcels been transferred from the tract within the past twelve months? Yes No

General Description of Proposal _____

Applicant's Signature

By the above signature, the applicant hereby attests to the truth and exactness of all information supplied and submitted on and with this application. By the above signature, the applicant furthermore consents to be bound by this application, by any agreement made by the applicant or its agent, and by all decisions made by the City of Beaver Creek relating to and in connection with the application.

Date Received in Planning Department _____ Received by _____

Application Fee Paid _____