



WASHINGTON COUNTY PLANNING OFFICE

1331 South Boulevard

Chipley, Florida 32428

Phone (850) 415-5093

E-Mail : dmcDonald@washingtonfl.com

FINAL PLAT REVIEW CHECKLIST

PLAT NAME: _____

PRELIMINARY PLAT NUMBER: _____

DATE CHECKED: _____

LATEST APPROVED PRELIMINARY PLAT

- DATE
- FINAL PLAT LAYOUT AGREES WITH PRELIMINARY
- FINAL PLAT AGREES WITH NOTICE OF ACTION

ACCOMPANYING MATERIALS

- A SIGNED AND SEALED COPY OF THE BOUNDARY SURVEY (Must have been performed by the same Firm and/or Surveyor preparing the Plat).
- A COPY OF THE TITLE OPINION BY A FLORIDA LICENSED ATTORNEY, OR A TITLE COMMITMENT BY AN ABTRACTOR.
- OPINION OF TITLE UP-TO-DATE

Disclaimer:

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FINAL PLAT REVIEW CHECKLIST

TITLE BLOCK

- PLAT'S PRIMARY NAME
- NEW NAME IS UNIQUE IN WASHINGTON COUNTY
- ALL TITLE BLOCK TEXT SAME SIZE & STYLE
- ADDITION/SECTION/UNIT/PHASE
- SECTION, TOWNSHIP, RANGE
- CITY, TOWN OR VILLAGE NAME
- WASHINGTON COUNTY, FLORIDA
- FIRM PREPARING PLAT
- DATE
- REPLAT

IF A REPLAT

- PREVIOUS PLAT'S NAME
- UNDERLYING LOT(S), BLOCK(S), AND/OR TRACT(S), DESIGNATION(S), OR PORTIONS(S) THEREOF, IF NOT REPLATTING THE ENTIRE LOT(S), BLOCK(S), AND/OR TRACT(S) SHOWN
- PREVIOUS PLAT BOOK & PAGE

OWNER'S DEDICATION STATEMENT

- LEGAL DESCRIPTION
- OWNER(S) NAME
- PLAT'S PRIMARY NAME
- ADDITION/SECTION/UNIT/PHASE
- JOINER AND CONSENT OR MORTGAGE HOLDER
- RESOLUTION NUMBER

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LEGAL DESCRIPTION

- FRACTIONAL DESCRIPTION
- METES & BOUNDS
- P.O.C. AND/OR P.O.B.
- SECTION, TOWNSHIP, RANGE
- LEGAL DESCRIPTION ON PLAT MATCHES DESCRIPTION ON BOUNDARY SURVEY
- LEGAL DESCRIPTION ON PLAT MATCHES OPINION OR TITLE LEGAL DESCRIPTION
- LEGAL DESCRIPTION AGREES WITH PLAT DRAWING
- RIGHT-OF-WAY CLOSED

IF A REPLAT

- PREVIOUS PLAT'S NAME
- UNDERLYING LOT(S), BLOCK(S), AND/OR TRACT(S), DESIGNATION(S), OR PORTIONS(S) THEREOF, IF NOT REPLATTING THE ENTIRE LOT(S), BLOCK(S), AND/OR TRACT(S) SHOWN
- PREVIOUS PLAT BOOK & PAGE

LOCATION SKETCH

- PLAT'S PRIMARY NAME
- FRACTIONAL QUARTER
- SECTION, TOWNSHIP, RANGE
- NORTH ARROW
- FRACTIONAL CORNERS
- LOCATION OF PERIMETER STREETS
- GRAPHIC SCALE SHOWN
- CITY LIMITS BOUNDARIES SHOWN
- INDEX OR KEY MAP SHOWN

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FINAL PLAT REVIEW CHECKLIST

SURVEYOR'S CERTIFICATION STATEMENT

- PLAT'S PRIMARY NAME
- F.S. LAWS#, P.R.M. STATEMENT & DATE SET (OPTIONAL)
- SURVEYOR'S EMBOSSED, RAISED SEAL AND SIGNATURE
- SURVEYOR'S NAME, ADDRESS, REGISTRATION & L.B. AUTHORIZATION NUMBERS

SURVEYOR'S NOTES

- BASIS OF BEARINGS
- ANY MINERAL RIGHTS OR OTHER INTERESTS
- NOTICE OF OFFICIAL STATUS OF PLAT, AS REQUIRED BY FS. 177.091(27)
- UTILITY EASEMENT NOTE AS REQUIRED BY FS. 177.091(26)
- LIMITED ACCESS RIGHT-OF-WAY LINE
- DISCLAIMER NOTES
- S.U.R. (SEVERABLE USE RIGHTS)
- LEGEND OF ALL SYMBOLS/ABBREVIATION

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FINAL PLAT REVIEW CHECKLIST

PLAT CHECKLIST

- GRAPHIC SCALE
- NUMERICAL SCALE
- SHEET NUMBER(S)
- PORTION OF UNDERLYING PLAT(S) INFORMATION (IF A REPLAT)
- ADJACENT PROPERTY STATUS (PLATTED OR UNPLATTED)
- ADJACENT PLAT(S) NAME(S)
- ADJACENT PLAT(S) RECORDING INFORMATION
- ALL BLOCKS NUMBERED OR LETTERED
- ALL LOTS CONSECUTIVELY NUMBERED
- NEWLY CREATED TRACT LETTER(S), USE, AND ACREAGE SHOWN
- CONTINUATION OF BLOCKS(S), LOT(S), AND/OR TRACT(S) SEQUENCE FROM PREVIOUS ADDITION(S)/SECTION(S)/PHASE(S)
- STREET NAMES AND NUMBERS
- STREET WIDTHS
- EXISTING EASEMENT(S) FROM UNDERLYING PLAT(S) (IF THEY WILL REMAIN)
- FPL/BELLSO/W ASD REQUESTED UTILITY EASEMENT(S)
- DRAINAGE EASEMENTS FROM UNDERLYING PLAT(S) (IF THEY WILL REMAIN)
- DRAINAGE EASEMENT(S) REQUESTED
- ADJACENT STREET NAME(S) AND NUMBERS(S)
- ADJACENT STREET WIDTH(S)
- ADJACENT BLOCK(S) AND/OR LOT NUMBER(S) AND/OR TRACT(S) LETTER(S)
- ADJACENT BLOCK(S) AND/OR LOT(S) AND/OR TRACT(S) WIDTH(S)
- ALL DISTANCES SHOWN TO THE HUNDREDTH DECIMAL PLACE
- BEARINGS SHOWN FOR ALL LINES (C/Ls, LOT LINES, R/W LINES, ETC.)
- ALL "P.R.M." MONUMENTS SHOWN (NOT MORE THAN 1400 FT APART)
- ALL "P.C.P." MARKERS SHOWN AT CENTERLINE PC, PT, PRC, PCP AND INTERSECTION POINTS (NOT MORE THAN 1000 FT APART)
- DELTA(S) (CENTRAL ANGLES) SHOWN FOR ALL CURVE(S)

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- CURVE INFORMATION SHOWN FOR ALL CURVES, (RADIUS, CENTRAL ANGLE, CHORD DISTANCE, CHORD BEARING, AND ARC DISTANCE) (on the same page as the curve)
- RADIAL LINE(S) SHOWN
- LOT(S) SQUARE FOOTAGE
- STORM WATER MANAGEMENT AREA OR LAKE IDENTIFIED
- TOP OF BANK SHOWN
- PLUS OR MINUS TIES TO WATER'S EDGE
- P.O.C. AND/OR P.O.B. TIES SHOWN
- FRACTIONAL CORNER(S) SHOWN
- TIES TO FRACTIONAL CORNER(S)
- STREET CENTERLINE(S) BEARING (S) AND DISTANCE(S) SHOWN
- CITY LIMITS LINE(S)
- NORTH ARROW
- SHEET SIZE
- 3" (LEFT), ½" TOP, RIGHT AND BOTTOM BORDER MARGINS
- SECTION AND/OR QUARTER SECTION LINE(S) SHOWN
- 1/8" MINIMUM LETTERING
- LIMITS OF PLAT
- LIMITED ACCESS RIGHT-OF-WAY LINE(S)
- PRIVATE ROAD(S)

GEOMETRIC (MATHEMATICAL) VERIFICATION

- CLOSURE OF OVERALL PLAT BOUNDARY
- CLOSURE OF EACH LOT
- CLOSURE OF EACH TRACT
- CENTERLINE GEOMETRY
- BEARINGS AND DISTANCES
- TRACT ACRE(S)
- CURVE INFORMATION
- TIES TO FRACTIONAL CORNER(S)

THIS PLAT WAS CHECKED BY: _____

THIS PLAT WAS VERIFIED BY: _____

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