

**CITY OF OCEAN SPRINGS
CHECK LIST FOR FILING OF FINAL
SUBDIVISION PLAT**

Plat Name _____ **Major** _____
Minor _____

Location _____

Owner _____

1. Date of Final Approval _____

Date (s) of Re-approval _____

2. Bonds:

Public Improvements _____

Sewer _____

Other _____

Other _____

(Bond Resolutions Provided On _____ **)**

3. Fees: (To Planning Board)

A. Money in lieu of land _____

B. Shade Tree Deposit _____

C. Two percent (2%) Inspection Fee _____

D. Money in Lieu of Public Improvement _____

E. Recorder of Deeds (County Clerk) (For Filing of Plat) _____

F. Street Signs _____

G. Other _____

H. Other _____

4. Linen:

Received _____

Checked:

- _____ a. Signature Block
- _____ b. Owner's Signature
- _____ c. Tax Lot Designations
- _____ d. Seal (s)
- _____ e. _____
- _____ f. _____
- _____ g. _____
- _____ h. _____

5. Instruments Necessary for Public Improvements (Checked by Local Government: Engineer)

(a) Off-Site (Easements, Servitude, Agreements, Deeds)

- 1. _____
- 2. _____
- 3. _____
- 4. _____

(b) Streets

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

(c) Road Widening (City, County, Town, State)

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

(d) On-Site Drainage (Easements)

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

(e) Sewer Line (Easements)

- 1. _____
- 2. _____

(PURPOSE)

(f) Reserved Lands

- 1. _____
- 2. _____

(g) Other Right-of-Way

- 1. _____
- 2. _____

(h) Conformity to Engineering Report

(i) Record Drawings

(Instruments checked above to be recorded immediately)

APPROVED FOR FILING: _____

6. Administrative Assistant to Planning Commission

1. List of Stockholders

2. Performance Bonds

3. (a) Off-Site Instruments

(b) Title Report

**(c) Releases of Any Existing
Mortgages**

(d) Check for Recording

4. (a) On-Site Instruments

(b) Agreement of Dedication

(c) Title Report *

**(d) Releases of Any Existing
Mortgages**

**(e) Check for Recording
(Agreement & Releases)**

**5. Water Supply Distribution
Formation (Special District)**

**6. Sanitary Sewer Formation
(Special District)**
