

FINAL PLAT PLANNING COMPLIANCE CHECKLIST

Checklist **to be completed by applicant** and verified by City. Attach all documentation, as applicable.

Submitted/ Complies?		Submittal Requirement - attach as applicable
<i>Applicant</i>	<i>City</i>	
		Application fees paid in full.
-----		Mailing fees paid in full (to be assessed by City after application submitted).
		Final plat submitted within 2 years of preliminary plat approval.
		Final Inspection Approval letter, with list of administrative and construction requirements identified during final inspection, and verification of their completion and approval by City.
		Final plat plans include all required information (see "Final Plat Requirements," p 3).
		Construction As-Built plans, after final inspection approval (3 full size plan sets).
		Any variations from preliminary plat have been reviewed and approved by City.
		Final notarized covenants with effective date, if applicable (bylaws to govern the maintenance of subdivision entrance structures and other common areas such as monuments, pillars, fences, walls, plantings, statuary or other permanent features)
		There are no outstanding City of Ocean Springs property taxes or special assessments on the original parcel(s).
		Proposed subdivision abides by laws protecting wetlands and other water bodies.
		Final letters of approval for water and sewer systems have been received from DOH and DEQ and are included in this application.
		Permanent erosion & sediment controls and stormwater detention facilities are constructed and shown on as builts. Stormwater permit, NOI and SWPPP are on file with City (and MDEQ if land disturbance is greater than 5 acres).
		If City will need to install signs or traffic devices (per MUTCD), developer has deposited funds with the City to cover costs of material, labor and equipment associated with these installations within the subdivision.
		Conveyance to City of school bus loading area and a maintenance area surrounding the bus stop.
		If City has deemed it necessary, developer has had engineering and traffic investigation report completed for establishing speed limits within subdivision.
		Certification showing applicant is the landowner and that all prior easement rights to any person, utility or corporation have been absolved on the parcels to be dedicated to public use. The person, utility or corporation shall retain whatever rights they would have as if located on a public street. Recording data for all prior easements shall be included.
		Certificate of accuracy by developer's engineer, registered to practice in the State of Mississippi.
		Certificate of dedication of all public streets, highways, water, sanitary sewer, stormwater sewer, and other public utilities, rights-of-way, easements or parcels for public parks or other public use to the City of Ocean Springs, MS, executed by the owners and all other parties who have a mortgage or lien interest in the property.
		Certificate by registered land surveyor of State of Mississippi to the effect that the plat represents an accurate survey and that all dimensions and other data are correct.
		Warranty of infrastructure: Warranty of proper engineering, installation, materials and construction of all improvements on all property to be owned by the City for a period of 3 years or until such time that 85% of the lots in the subdivision have received certificate of occupancy for the dwelling units constructed, with a minimum warranty of 2 years? (to have been submitted prior to final inspection).
		Security instrument of \$700 per lot for up to 3 years (to have been submitted prior to final inspection) has been submitted.
		Affidavit of Ownership (if different from County records) and notarized signature (see below)
		If corporate ownership, attach a list of all directors, officers, stockholders of each corporation owning more than 5% of any class of stock.