



## Preliminary Plat Checklist

<b>Subdivision Name</b>			
<b>By</b>		<b>LA Registration Number (PE or PLS)</b>	
<b>Date</b>		<b>Application Number</b>	

**The purpose of the preliminary plat is to provide information that enables the required agencies in the parish, to determine whether the proposed layout of the land in question is satisfactory from the standpoint of public interest and will meet the requirements of parish zoning regulations. Changes may be necessary in the preliminary plat before it can be approved.**

**The following items normally will be required to be shown on the preliminary plat:**

- Title. The title under which the proposed subdivision is to be recorded.
  - The title should read: "Preliminary Plat of...", "Subdivision Name", "the legal description and township and range".
- Location of the property to be subdivided
- Name of the owner or owners and/or the applicant, and the name of the appropriate licensed design professional of record, if any, who is platting the tract.
- Existing boundary lines and improvements.
  - Boundaries of the subdivision location
  - Width and names of streets adjoining the subdivision
  - Section and township lines
  - Indication of incorporated areas, sewer districts, zoning district classification and boundaries, school districts and other legally established districts
  - All water courses, drainage ditches, wooded areas, and other features within the area to be subdivided as well as the same facts regarding adjacent property.
- Adjoining property. The names of all adjoining subdivisions, and the names of record for the owners of adjoining tracts.
- Features of proposed subdivision.
  - The proposed location
  - Names and widths of streets
  - Layout, and approximate dimensions of lots
  - Any other necessary descriptions of lots, servitudes and easements
  - Location and dimensions of existing buildings, if any
  - Subdivision's front building lines with setbacks
    - The lots shall not encroach on rights-of-way, and all such rights-of-way shall be excluded from lot areas.

- Sewers, water lines and drainage ditches.
  - Existing drainage ditches
  - Sanitary and storm sewers
  - Water mains
  - Fire hydrants
  - Fire protection draft sites
  - Culverts, and other underground structures within the tract or immediately adjacent
- Statement of proposed plans for drainage and sewage disposal, including location of proposed culverts, bridges with contours from USGS Quadrangle Maps or better.
- Public utilities.
  - The location of all existing and proposed public utilities including, if applicable:
    - Storm and sanitary sewers
    - Water
    - Gas
    - Power lines
- Method of sewage disposal.
  - Preliminary plat must indicate the method of sewage disposal proposed.
  - Any method of sewage disposal shall comply with the LAC Title 51, Part XIII.
- Special use areas.
  - Location and size of proposed parks, playgrounds, churches, schools or other special uses of land.
- Vicinity map.
  - A key or vicinity map with a north arrow and showing existing roads and drainage channels
- Flood elevation data.
  - Indicate by shading the FIRM base flood elevation
  - Indicate the FIRM community and panel numbers, as well as all other relevant information pertaining to the base flood elevation.
- Public or private servitudes.
  - All public or private servitudes must be indicated as such with their intended use specified and a proper dedication note displayed on the plat.
- North arrow, scale and date.
- Contours. Approximate pre-development contours must be shown on the plat.

I have reviewed this survey and certify that the above information is included.

Signature

Registered Land Surveyor	Date
Printed Name	Contact Number