



Planning Department Oconee County, Georgia

Final Plat Compliance Review Checklist

Project Name: _____

Current Zoning: _____ Tax Parcel #: _____

Development Type: _____ Acreage: _____

Design Professional: _____

<i>Final Plat & Document Review List</i>	<i>Regulation</i>	<i>Compliance</i>	
► Application	1229.02.a		
► Application	1229.02.a.1	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Property Owner's Authorization Form - Notarized	1229.02.a.1	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Application Fee	1229.02.a.2	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 10 copies of the Final Plat	1229.02.a.3	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Title opinion certifying clear title to streets, well lots, rights of ways, etc dedicated to OC	1229.02.a.4	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Deeds and easement agreements, if applicable, dedicated to OC	1203.03.e	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Conservation or natural resource easements, if required for the plat [928-930]	1229.02.a.5	N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Articles of incorporation for homeowners association [508]	1229.02.a.6	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Provisions for transferring common property to the Association	1232.06.b	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Provisions for maintaining the common property by said Association	1232.06.b	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Provide funding for one year for Homeowner's Association to maintain common property	508.01.a.5	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ 4 Copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Special Tax District Petition			
▷ Street Lights	1235.07.a.1	N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ 2 copies		N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Other Special Tax Districts	1235.05	N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ 2 copies		N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Maintenance Surety and Performance Surety Documents are included	1229.02.a.8	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Approval of Health Department for Septic	1229.01.b	N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ 2 copies		N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Not more than 12 months since Prelim Plat approved or 24 months w/ extension	1229.04.a	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► If property abuts a US or State Highway or a state project, must have GDOT review	1229.04.d	N/A <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/>
► As Built Data	1229.02.b		
► A copy of inspection/observation reports performed by the Design Professional or designee	1229.02.b.1a	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Copy of material testing/inspection reports performed by Design Professional or designee	1229.02.b.1b	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► A summary of all design and field changes made to approved construction plans	1229.02.b.1c	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Plans showing the "as-built" condition of all improvements and easements	1229.02.b.1d	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► As built/planned location of water, sewer, gas, electric, telephone, cable w/ appurtenances	1229.02.b.1e	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► A summary of actual (or estimated if performance bonded) construction costs by item	1229.02.b.1f	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Certification by surveyor that all lot corner pins have been set, marked, and verified	1229.02.b.1g	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Certification w/ supporting data that stormwater/drainage management conform with the plan	1229.02.b.1h	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Signed and sealed "Design Construction " certification by design professional of record	1229.02.b.1i	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► 4 copies		Yes <input type="checkbox"/>	No <input type="checkbox"/>

Final Plat & Document Review List		Regulation	Compliance		
► Performance/Maintenance Surety Documents		1229.03			
► Roads					
▷ Built	OR ▷ Performance Surety	1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For Performance Surety Only					
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ 110% of estimated costs	▷ Not issued by insurance agency				
▷ Contract calls for completion within 24 months after Final Plat approval		1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Maintenance Surety		1229.03.b			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ Not issued by insurance agency	▷ For full estimated cost	1229.03.b	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ For two years		1004.04.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Water		1229.03.a			
▷ Built	OR ▷ Performance Surety	1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For Performance Surety Only		1229.03.a			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ 110% of estimated costs	▷ Not issued by insurance agency				
▷ Contract calls for completion within 24 months after Final Plat approval		1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Maintenance Surety		1229.03.b			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ Not issued by insurance agency	▷ For full estimated cost	1229.03.b	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ For one year		1004.04.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Landscaping		1229.03.a			
▷ Built	OR ▷ Performance Surety	1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For Performance Surety Only		1229.03.a			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ 110% of estimated costs	▷ Not issued by insurance agency				
▷ Contract calls for completion within 24 months after Final Plat approval		1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Maintenance Surety		1229.03.b			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ Not issued by insurance agency	▷ For 25% of the cost	813.01.c.2	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ For two years		1004.04.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Stormwater (Not required if a stormwater inspection agreement is made.)		1229.03.a			
▷ Built	OR ▷ Performance Surety	1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For Performance Surety Only		1229.03.a			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ 110% of estimated costs	▷ Not issued by insurance agency				
▷ Contract calls for completion within 24 months after Final Plat approval		1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Maintenance Surety		1229.03.b			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ Not issued by insurance agency	▷ For full estimated cost	1229.03.b	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ For two years		1004.04.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Sewer		1229.03.a			
▷ Built	OR ▷ Performance Surety	1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For Performance Surety Only		1229.03.a			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ 110% of estimated costs	▷ Not issued by insurance agency				
▷ Contract calls for completion within 24 months after Final Plat approval		1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Maintenance Surety		1229.03.b			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ Not issued by insurance agency	▷ For full estimated cost	1229.03.b	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ For one year		1004.04.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Sidewalk		1229.03.a			
▷ Built	OR ▷ Performance Surety	1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For Performance Surety Only		1229.03.a			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ 110% of estimated costs	▷ Not issued by insurance agency				
▷ Contract calls for completion within 24 months after Final Plat approval		1229.03.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ Maintenance Surety		1229.03.b			
▷ Letter of Credit	▷ Institution operates in Georgia				
▷ Not issued by insurance agency	▷ For full estimated cost	1229.03.b	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
▷ For two years		1004.04.a	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<i>Final Plat & Document Review List</i>	<i>Regulation</i>	<i>Compliance</i>		
► Final Plat Contents	1230			
► Sheet size no larger than 17X22 inches	1230	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Index sheet if more than one sheet is included	1230	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Copy of agreement for storm water inspection	1116.13.c.1	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Bearings and distances to nearest street line or monuments	1230.a	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► County, City, and Land lot lines tied to subdivision lines	1230.b	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Exact boundary lines as determined by a field survey	1230.c	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Name of subdivision, exact locations, widths, names of all inside and adjacent streets and alleys	1230.d	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► GPS/GIS Monuments	1230.e	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Lot lines w/ dimensions to the nearest 1/10 foot and bearing to the nearest minute	1230.f	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Lots numbered in numerical order and blocks lettered alphabetically	1230.g	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Location, dimensions, and purposes of any easements/public use areas	1230.h	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Accurate location, material, and description of monuments and markers	1230.i	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► A statement of any private covenants on the plat or a separate document	1230.j	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Georgia Militia District (GMD) Lines are marked, Plat is labeled in appropriate GMD	1230.m	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Conforms to Approved Preliminary Plat	1229.01.a	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Meets zoning requirements/stipulations	1229.01.a	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Digital Submissions - Must Provide Before Plat is signed, but after corrections made	1231			
► Includes digital submission	1231	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Complies with section 1231.	1231	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
OR				
► Pays conversion fee: Residential is \$15 per lot, Commercial is \$15 dollars per acre	1231	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Final Plat Certifications and Statements and Notices	1232			
► Surveyor Certificate - Fig 12.5	1232.01	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Owner's Certificate - Fig 12.5	1232.01	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Design and Construction Certification - Fig 12.6	1232.02	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Appropriate Stamp for Health Department Certification - Fig. 12.7	1232.03	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Appropriate Stamp for Water Certification - Fig. 12.8	1232.04	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Appropriate Stamp for Sewer Certification - Fig. 12.8	1232.04	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Appropriate Stamp for Final Plat Approval - Fig.12.9	1232.05	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
► Notification of Private Driveway Status	1232.07.a.2	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Notification of Private Street Status	1232.07.b	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
► Notice of Agricultural activity in the area - mandatory for residential areas	1232.08	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>