

## MORGAN COUNTY PLANNING COMMISSION

77 Fairfax Street - Room 105, Berkeley Springs, WV 25411

Telephone: (304) 264-1963 ext. 1303

Web Page: http://morgancountywv.gov/Planning/

## FINAL PLAT CHECKLIST

(2018 Morgan County Subdivision Ordinance\*\*)

Additional Requirements for Low Impact Subdivision. See Low Impact Subdivision Checklist.

Project:	Developer:
Engineer:	_ Date Submitted:
Reviewed By:	Reviewed Date:

REQUIRED INFORMATION					
Item	Surveyor/ Engineer		Planning		
	Yes	N/A			
General Information:  Three (3) prints of the final plat  Plat scale of fifty (50) feet or less = one (1) inch  Sheet size of 24" x 36" with 1 ½" binding  Index sheet shall be included for plans with multiple sheets  Plat clearly labeled as "FINAL PLAT"  Prepared by a West Virginia Licensed professional surveyor/engineer  Electronic copy of final plat					
<ul> <li>Vicinity Map:</li> <li>Scale of 1,000-5,000 = 1 inch</li> <li>Site location</li> <li>Show public roads, landmarks, and geographic features within one thousand (1000) feet of development site</li> </ul>					
Subdivision name					
Name and address of the owner of the land and name and address of subdivider/developer, if other than the owner					
If the final plat under review is a re-plat of a subdivision of record, there shall be shown the following statement on the final plat with the applicable entries made thereon:  This is a re-plat of (name of subdivision), recorded on (date of recording), in Deed Book #, Page #, owned by(name), at time of recording.  Signature of Present Owner  If the subdivision is recorded in other Morgan County records, such record and date of the recording should also be shown					
In the case of a re-plat of a subdivision of record, the Planning Commission may require that dotted or dashed lines be used to show features or location to be abandoned and solid lines to show the currently proposed features or locations					

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<ul> <li>Exact layout of the Subdivision:</li> <li>Street and alley lines; their names, bearings, angles, of intersec and widths including widths along the line of any obliquely intersecting streets</li> </ul>	tions		
<ul> <li>Basis for bearings for all property lines shall be shown whether magnetic or astronomic; if magnetic, declination shall be show</li> <li>Data for all curves shall be shown in detail at the curve or in a</li> </ul>	n   $\square$		
data table  • All easements or right-of-way shall;  • be described by bearings and distances with ties to procorners;  • have the source (deed book reference and holder) of	operty		
easements or rights-of-way shown if existing • Proposed house location			
"Bearings and distances of flood plain areas on each lot applicable; the elevation of the 100 year flood plain at each lobenchmarks			
Lots numbered in numerical order, and blocks lettered in alphabetic order or numbered in numerical order throughout the entire subdivi			
Area of each lot. If applicable, area of flood plain of each lot shall calculated an shown separtely	be $\square$		
Front setback building lines, and any other setback lines or street lines established by public authority, and those stipulated in the deed restrict			
Accurate outlines of any areas to be reserved or dedicated for commuse by the residents of the subdivision or land development unit, or the general public use with the purposed indicated thereon			
Space for subdivision approval permit  Each subdivision final plat approved as one of the following ty subdivision shall contain the statement listed for that type of subdivisions.	_		
High Density Housing:  "This subdivision has been approved by the Morgan County Plant Commission as a High Density Housing subdivision. The roads a considered adequately designed and constructed for year-round access by standard AASHTO design vehicle designation."	_		
Single Family Housing:			
"This subdivision has been approved by the Morgan County Plant Commission as a Single Family Housing subdivision. The roads a considered adequately designed and constructed for year-round ac by standard AASHTO design vehicle designation."	re 🗆		
Mobile Home Parks: "This subdivision has been approved by the Morgan County Planning Com			
as a Mobile Home Park subdivision. The roads are considered adequately designed and constructed for year-round access by standard AASHTO design vehicle designation. This Mobile Home Park shall only be sold as a whole and not as individual subdivision lots."	e		
An owner certification indicating that the plat is in conformance to covenants and restrictions affecting the property and that all rights-way and easements affecting the property have been shown			

	Item	Yes	N/A	Planning
area shal square fo with loca 10,000 so survey. T	of building site and the permitted and approved well and septic l be indicated on the final plat. Location of the approved 10,000 oot septic system area and well site for each lot shall be indicated ation ties to property corners shown so that the boundaries of the quare foot area and well site can be re-established by future. The rectangle shown on the plat designating the space reserved a system and dreain field shall contain the words "Septic Reserve			
borrow a	tion and method of on-site stump disposal pits, waste areas and reas shall be shown. The developer shall certify that off-site of stumps has been done in a lawful manner			
statemen	ivision lot lies within a flood prone area, the following t shall be shown on the Final Plat:  ALL OR PART of this real estate, as delineated on this plat, is within the 100 year flood plain. The legal ramifications of this are significant and use of this land may be limited. Details may be obtained from the Morgan County Planning Commission."			
	ete listing of all waivers of the Morgan County Subdivision ons that were approved by the Planning Commission			
Project Notes:				

<sup>\*\*</sup> The Morgan County Subdivision Ordinance (2018) is the official governing regulation for all subdivision and land development in Morgan County, WV. The above checklist is not meant to be an all-inclusive list of items to be included on plan submissions but is merely a guide to assist in plan preparation and review. All plans must be in compliance with all provisions of the Morgan County Subdivision Ordinance (2018) prior to approval.