



MORTON COUNTY CHECKLIST FOR PRELIMINARY PLAT

Preliminary plats must be submitted with all applications for long-form subdivision in Morton County. The following checklist identifies all mandatory items to include on the preliminary plat, from N.D.C.C. 40-50.1-01, N.D.C.C. 11-33.2-12.1, and Morton County regulations. The Applicant is responsible for reviewing and completing this checklist by marking the applicant column for each item. The Planning and Zoning Department will mark the staff column to verify criteria are met.

This Checklist Must be Submitted with the Preliminary Plat and Application for Long-form Subdivision

Completed by: _____

Date: _____

Reviewed by: _____

Date: _____

PRELIMINARY PLAT CHECKLIST

Applicant **Staff**

General Information

- | | | |
|--|--------------------------|--------------------------|
| 1. Proposed name of subdivision (use "subdivision" rather than "addition") | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Location of subdivision by section, township and range (to nearest quarter section) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Clearly marked as "Preliminary Plat" | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Name and address of registered land surveyor | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Name and address of property owner | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Scale of 1" = 100' or less, shown graphically (A different scale may be used only if it has previously been approved by the Planning Department) | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Date of field survey and date of plat preparation (if different) | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. North point indication (arrow or compass rose) | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Boundary line of proposed subdivision indicated by a solid heavy line | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Total acreage within the subdivision and each individual lot | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. A location map inset showing the boundary of the proposed subdivision and covering an area sufficient to identify the location within Morton County | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. The boundary of any platted lot(s) must be tied to a section corner or found/previously documented quarter section corner, with document reference information included on the plat. | <input type="checkbox"/> | <input type="checkbox"/> |

Existing Features

- | | | |
|---|--------------------------|--------------------------|
| 13. Existing access points along public right-of-way within or adjacent to the subdivision. All such adjacent access points within 1/4 mile of the subdivision shall be shown or noted. | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Name, location, width and type of surfacing of all existing or previously platted roadways within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |

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| 15. Name, dimensions and location of any railroad right-of-way within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
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PRELIMINARY PLAT CHECKLIST

Applicant Staff

Existing Features, continued

| | | |
|---|--------------------------|--------------------------|
| 16. Name, dimensions and location of any existing utility easements within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Name, dimensions and location and any existing parks or public land within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Name, dimensions and location of any existing permanent buildings or structures within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Location of any corporate boundaries within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Location of section lines within or adjacent to the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Existing water mains, storm sewers, sanitary sewers, culverts, bridges, poles, pipelines and other utility structures within or adjacent to the tract, indicating pipe sizes, grades, and exact locations | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Boundary lines of adjacent tracts of subdivided and un-subdivided land (including any lots being replatted), showing owners names | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Location of streams, water courses and marshy or swampy areas within or adjacent to the subdivision, including federally designated wetlands (must be labeled) | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Topographic contours with a maximum contour interval of two (2) feet. Elevations of any portion of the plat within a Special Flood Hazard Area must be referenced to a durable benchmark with its location and elevation given in mean sea level datum. | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. 100-year floodplain and floodway from FEMA DFIRM shown on plat, if any portion of the subdivision is within the floodplain | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Indication of datum used (NAVD88 preferred for all areas). Mean Sea Level Datum is required if floodplain is depicted). | <input type="checkbox"/> | <input type="checkbox"/> |

Proposed Features

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|--|--------------------------|--------------------------|
| 27. Layout, numbers and dimensions of lots | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Location and width of proposed streets, alleys, crosswalks and easements | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Proposed access points to existing or future public rights-of-way | <input type="checkbox"/> | <input type="checkbox"/> |
| 30. Location and dimensions of non-access lines | <input type="checkbox"/> | <input type="checkbox"/> |
| 31. Proposed purpose of any easement shown on plat | <input type="checkbox"/> | <input type="checkbox"/> |
| 32. Identification of parcels of land intended to be dedicated or reserved for public uses, or set aside for use of property owners within the subdivision | <input type="checkbox"/> | <input type="checkbox"/> |
| 33. Proposed names for new streets and public areas | <input type="checkbox"/> | <input type="checkbox"/> |