

LIBERTY TOWNSHIP LAND USE BOARD FINAL MAJOR SUBDIVISION CHECKLIST

Applicant's Name: _____

Block _____ **Lot(s)** _____

Applicants will comply with Liberty Township's Ordinances and all other authorities having jurisdiction.

#	REQUIREMENT	YES	NO	REMARKS
1	Two (2) original tracings on mylar			
2	North Arrow and scale not less than 1":50'			
3	Title block including: Name of subdivision Name, address, and certification of Licensed preparer (L.S.) Owner. Subdivider. Date of preparation and each subsequent revision.			
4	Key map including: North arrow and scale not less than 1':2,000'. Entire tract and its relationship to surrounding areas. Portion of tract to be subdivided. Fronting streets and at least two (2) closest intersections. Adjoining properties, lot & block number & owner. Metes and bounds of proposed lot(s). Area of entire tract. Area and frontage of proposed lot(s). Frontage of remaining tract.			

	<p>Property lines to the nearest hundredth.</p> <p>Bearings to the nearest second.</p> <p>Lot acreage to the nearest tenth.</p> <p>Road locations, names, widths of R.O.W.</p> <p>Minimum building setback lines.</p> <p>Location and description of all monuments.</p> <p>Sight triangle, drainage, utility, driveway or other easements.</p> <p>Open space areas, municipal and public areas and lands to be conveyed to the Township.</p> <p>Provisions for certification and approvals.</p>			
5	Letter itemizing all elements covered under performance bond.			
6	Letter certifying conformance to preliminary plat by applicant's engineer.			
7	<p>Final map statements included on plat:</p> <p>The Liberty Township Planning Board approved this plat at a meeting held on _____ . Said Board being of proper authority, does hereby certify that this plat complies with the provisions of Chapter 46:23-9.14 known as the Map Filing Act. This plat to be filed on or before _____ .</p> <p>_____ Board Chair _____ Board Administrator</p> <p>I certify that _____ are approved roads by the Land Use Board of Liberty Township. Approval of this map shall not be construed as acceptance of said roadways indicated herein, nor shall such approval obligate Liberty Township to maintain or exercise jurisdiction on said road or street until such time said road may be accepted by Liberty Township.</p> <p>Signature of _____ _____ Township Clerk</p>			
8	State, county and/or local health agency approval for individual water supply or sewage disposal.			
9	Copies of protective covenants, deed restrictions or homeowner association documents			

10	Original and 15 copies of application form.			
11	All fees and escrow deposits paid.			
12	Certification of taxes paid from Liberty Township Tax Collector.			
13	Affidavit of ownership (if applicant is not the owner).			
14	Copy of application to Warren County Planning Board			

Note: An as built of all improvements and utilities shall be submitted prior to release of any related performance bonds.

Revised 11/06