

APPENDIX "C"
CITY OF RATHDRUM
Final Plat Application & Checklist
Telephone #208-687-2700 Fax #208-687-1377

A. APPLICATION INFORMATION:

Project Name: _____

1. Owner's Name: _____ Phone: _____

2. Address: _____

3. City: _____ State: _____ Zip: _____

4. Ownership status: Owner ___ Agent ___ Tenant ___ Contract Buyer ___
(If applicant is not sole owner, attach listing of name, address, & phone number of all vested parties.)

5. Engineer: _____ Surveyor: _____ Architect: _____

6. Name: _____ Phone: _____

7. Address: _____

8. City: _____ State: _____ Zip: _____

9. Contact Name: _____ Phone: _____

10. Fee due: \$ _____ Check attached: # _____

SUBMITTAL DEADLINE: A COMPLETED application with all required submittals must be received by the Planning Administrator at least three (3) weeks prior to the Planning and Zoning Commission meeting date in order to be placed on the agenda.

CERTIFICATION:

I understand that the decision made by the City Council of Rathdrum on a Preliminary Subdivision Plat is final unless appealed by myself, by adjoining property owners, or by other affected persons. I also understand that the Final Subdivision Plat must be approved by the Planning Commission and accepted by the City Council before it can be recorded. All the information, statements, attachments and exhibits transmitted herewith are true to the best of my knowledge. I hereby certify that I am the owner or contract buyer of the property upon which the subdivision is to be located or that I have been vested with the authority to act as agent for the owner or contract buyer.

Owner Signature

B. FINAL PLAT CHECKLIST: Place a check mark for each item met, or N/A for not applicable

Applicant/City Staff	<u>Comments</u>
1. _____ Compliance with Preliminary Plat	_____
2. _____ Compliance with Variances	_____
3. _____ County plat (within area of city impact)	_____
4. _____ City Plat	_____
5. _____ 18"x27", 3" margin at left end, 1/2" on other ends	_____
6. _____ Ten (10) copies of Final Plat	_____
7. _____ Copy of Computation Sheets	_____
8. _____ North Arrow	_____
9. _____ Basis of Bearing	_____
10. _____ Scale	_____
11. _____ Date	_____
12. _____ Subdivision Name	_____
13. _____ Section	_____
14. _____ Township	_____
15. _____ Range	_____
16. _____ Meridian	<u>Boise Meridian</u>
17. _____ County	<u>Kootenai County</u>
18. _____ City	<u>Rathdrum</u>
19. _____ State	<u>Idaho</u>
20. _____ Legend	_____
21. _____ Vicinity Map	_____
22. _____ Easements; width & purpose	_____
23. _____ Lot Numbers	_____
24. _____ Block Numbers	_____
25. _____ Road right-of-way widths	_____
26. _____ Road right-of-way locations	_____
27. _____ Road right-of-way dedications	_____
28. _____ Road names (spelled correctly)	_____
29. _____ Bearing & distance of exterior & interior boundary lines	_____
30. _____ Initial Point; material, size, length	_____
31. _____ Exterior boundary corners; material, size, length	_____
32. _____ Interior Lot corners; material, size, length	_____
33. _____ Centerline monuments	_____
34. _____ Reference to adjoining subdivisions or Records-of-Survey	_____
35. _____ Improvement construction plans approved by the City	_____

- 36. _____ Improvements constructed and approved or 200% Surety Submitted _____
- 37. _____ Description of all monuments (Public Land Survey corners & _____
Section Subdivision corners) _____
- 38. _____ No encroachment upon margins of plat _____
- 39. _____ Clarity of all lines _____
- 40. _____ Metes & bounds legal description of exterior boundary _____
- 41. _____ Lot & boundary closures _____
- 42. _____ Tie to two Public Land Survey or monuments recognized by the _____
County surveyor/City engineer _____
- 43. _____ Copy of corner perpetuation forms on corners used to control _____
subdivision _____
- 44. _____ Curve data _____
- 45. _____ General notes & details _____
- 46. _____ Cul-de-sac & Knuckle radius _____
- 47. _____ Owner's Dedication Certificate _____
- 48. _____ Company Title Block _____
- 49. _____ Conditions _____
- 50. _____ Homeowner's Documents _____
- 51. _____ Special Setback Lines _____
- 52. _____ Private Reservations _____
- 53. _____ Public/Private dedications _____
- 54. _____ Notary Public _____
- 55. _____ Kootenai County Surveyor's Final Plat Checklist _____
- 56. _____ County Surveyor Signature Block _____
- 57. _____ County Treasurer Signature Block _____
- 58. _____ County Recorder Signature Block _____
- 59. _____ Health District Signature Block; Sanitary Restrictions _____
- 60. _____ Mayor Signature Block _____
- 61. _____ City Engineer Signature Block _____
- 62. _____ City Clerk Signature Block _____
- 63. _____ Field Check _____
- 64. _____ Updated Title Report demonstrating ownership _____
- 65. _____ *1 Reproducible Mylar; 1 CAD digital drawing diskette; 4 prints* _____
(submitted after city staff review)

Remarks:

Design Professional Signatures (Checklist Completion and Review)

Checked by: _____

Date: _____

Corrections verified by: _____

Date: _____

Approved by: _____

Date: _____

City of Rathdrum
PUBLIC WORKS DEPARTMENT
8047 W. Main Street #2
Rathdrum, ID 83858
www.rathdrum.org



Public Works Department
Building Department
208-687-2700 ex16

Parks & Recreation
208-687-2399

Planning & Zoning
208-687-2700 ex17
Fax 208-687-1377

PROFESSIONAL ASSURANCE: FINAL PLAT

Date: _____

Project: _____

Project Address: _____

Surveyor: (Name and Firm): _____

As the professional surveyor in responsible charge of this submittal, I certify that the attached representation of the final plat, as submitted to the City of Rathdrum for review and approval, is complete and conforms to the standards for final plats as set forth in Rathdrum City Code and Idaho Code. My stamp and signature indicate the plans were prepared under my responsible charge and in accordance with the standard of care for the profession.

Surveyor Signature

Stamp