

CITY & PARISH OF EAST BATON ROUGE
DEPARTMENT OF DEVELOPMENT
SUBDIVISION ENGINEERING OFFICE

FINAL PLAT CHECK-LIST
(As per UDC Section 4.3.5)

Date: _____

Project No.: ____ - ____ - ____

Subdivision: _____

Filing: _____

No. of Lots: _____

GENERAL INFORMATION

- ___ 1. All preliminary plat information is required on final plat. Check preliminary plat and construction plans for discrepancies.
- ___ 2. Subdivision name.
- ___ 3. Subdivider's name, address, and signature.
- ___ 4. North point, scale, and date. (1(one) inch equals 100 feet, 24 inches X 36 inches)
- ___ 5. Contours and shading. Shade Flood Zones A and AE with a shading pattern. Shade to inundation elevation or 100-year flood whichever is greater.
- ___ 6. The outer boundary lines with accurate distances, angles, or true bearing.
- ___ 7. Label all streets, alleys, ways, right-of-ways, and private servitudes of access, together with their widths and names from the list approved by the Office of the Planning Commission.
- ___ 8. All curve data, the lengths of all arcs, radii, internal angles, points of curvature, lengths, and bearings of tangents.
- ___ 9. All distances and angles of the established street lines, and official monuments.
- ___ 10. All linear and angular dimensions of all subdivision lot(s) boundaries.
- ___ 11. Subdivided tract description, municipal, range, township, parish, and section.
- ___ 12. All block (square #) indication, if any, lot numbers; all individual areas should be by the number or letter, and lots in new subdivisions should be numbered consecutively. No tract or portion of the land should be indicated "Reserved".
- ___ 13. Common area(s) must have Lot/Tract designation and also be labeled as "Not A Buildable Site".

- ___ 14. All state highways should be indicated by their number.
- ___ 15. Benchmarks: The accurate location, material type, and description of all permanent vertical control monuments (benchmarks) should be designated by a permanent vertical control monument based on datum established by the Engineering Division.
(The 1987 Datum Should Not be Used.)
- ___ 16. Special use areas: Location and size of proposed parks, playgrounds, church, or school sites, and all property that may be designated by deed and covenant for common use.
- ___ 17. Professional land surveyor's certification and seal and date. (Refer to page 4)
- ___ 18. Public and/or Private Dedication: Signed and dated by the owner and/or subdivider. (Refer to page 4)
- ___ 19. Sewage Disposal: Signed and dated by the owner and/or subdivider. (Refer to page 4)
- ___ 20. Wastewater Impact Fee Certification: (Refer to page 4)
- ___ 21. Flood Elevation Data: (Refer to page 4)
- ___ 22. Restriction Note: (Refer to page 4)
- ___ 23. Utility Service Servitude Note: (Refer to page 4)
- ___ 24. Sidewalk Note (Standard or Bonded): (Refer to page 4)
- ___ 25. Grading Note: (Refer to page 3)
- ___ 26. Major Street Setback Note: (Refer to page 3)
- ___ 27. Lake/Pond Drainage Servitude Note: (Refer to page 3)
- ___ 28. The street light layout must be approved by Traffic Engineering at the final plat phase. (Ingolf Partenheimer, 389-3246)
- ___ 29. Recommended for Approval: Director of Development's Signature and Date
- ___ 30. Approved: Director of Planning Commission's Signature, Date, Original, & Bundle
- ___ 31. Permanent control monuments placed at corners, control points, angle points, lines of curvature, street corners, and around perimeter on boundary of subdivision.
Note: Perimeter monument shall be spaced no further than 600 feet apart.

Lake/Pond Servitude Note

The 30' drainage servitude shown through the lake as shown hereon is dedicated for the purposes of the maintenance of unrestricted storm water run-off. The lake, as required by the City-Parish, was designed for the purposes of storm water detention. None of the lake shall be filled so as to prevent or unreasonably interfere with the purpose for which it is intended. The maintenance of the shoreline and that portion of the lake which is part of each lot shall be the responsibility of the individual lot owner. The City-Parish shall have no responsibility for the maintenance thereof. The lake within the boundaries of this development shall be privately owned and maintained.

Major Street Setback Note

City-Parish shall not be responsible for maintenance or replacement of any fence or entrance structures located within the major street setback. A hold harmless has been filed and recorded with the Clerk of Courts Office.

Grading Instructions

As part of the house construction, it shall be the responsibility of the owner, his contractor or his representative to grade each lot so that the storm drainage runoff conforms to the approved drainage layout, unless otherwise approved by the City-Parish. (Metro. Ord. 11135)

Public Dedication:

The streets, (Pump Station tract if public PS) and right-of-way shown hereon, if not previously dedicated are hereby dedicated to the perpetual use of the public for proper purposes. All areas shown as servitudes, other than those labeled as private servitudes, are granted to the public for the purposes indicated on the plat, including utilities, drainage, sewage removal or other proper purposes for the general use by the public. No trees, shrubs, or other plants may be planted, nor shall any building, fence, structure, or improvements be constructed or installed within or over any servitude or right-of-way so as to prevent or unreasonably interfere with any purpose for which the servitude or right-of-way is granted.

Private Dedication:

The servitudes designated hereon as "private servitudes" are hereby reserved for the use of the (subdivision name) property owners' association, its successors and assigns pursuant to the declaration of covenants, conditions, and restrictions of (subdivision name). The City-Parish shall have the right of entry into the "private servitudes" for access to the "public (drainage or sewer) servitudes." The sale of any property shown hereon by reference to this plat shall not constitute a dedication to the public of any "private servitude" shown hereon. Furthermore, the public shall not be responsible for the maintenance of any improvements located within the "private servitudes." The "private servitudes" are further granted for the non-exclusive use of all public utility companies which provide public utilities to (subdivision name) and the use of said "private servitudes" by said utility companies shall be limited to those "private servitudes" in which the respective public utility company's facilities are located. Further, installation of any new facilities (excluding additional tie-ins to existing facilities within any new or existing "private servitude") by any public company shall be subject to prior written approval of the (subdivision name) property owner's association, its successors and assigns. The City-Parish is not responsible for maintenance of private facilities. The maintenance and upkeep of private streets are the responsibility of the property owners abutting such private streets.

Public Sewer Dedication: (For public sewers in private subdivisions.)

All areas shown as "public sewer servitudes" are granted to the public for removal of sewerage (which shall include the right to excavate for maintenance or repair within the "public sewer servitudes") and for no other purpose. No building, structure, or fence shall be constructed, and no shrubbery planted within the limits of any public sewer servitude so as to prevent or unreasonably interfere with the purpose for which the servitude is granted. The public shall only be responsible for maintaining public sanitary sewer improvements located within the "public sewer servitudes" and shall not be responsible for, nor be obligated to repair or replace any excavated area, paved area, fence or other private improvements constructed on or installed within the "public sewer servitudes," which repairs or replacements shall be at the sole expense of the owners, their heirs, successors, or assigns.

Sewage Disposal:

No person shall provide a method of sewage disposal, except connection to an approved sanitary sewer system, until the method of sewage treatment and disposal has been approved by the Health Unit of East Baton Rouge Parish.

*(If applicable, the following is to be added)

Where a sewage treatment plant is to be provided by the developer, the area to be used for this purpose shall be dedicated by the owner as a servitude for that purpose only, and shall be separate from any other lot or building site.

Name & Title
Name of Company

Date

Flood Elevation Data

100-Year Flood Elevation: _____
(Furnished by City-Parish)

Inundation Elevation: _____
(Furnished by City-Parish)

10-Year Design Water Surface: _____

The property shown hereon lies within flood zone ____ according to the Federal Emergency Flood Insurance Rate Map No. 220058-____D dated May 17, 1993.

Base flood and record inundation elevations are subject to change and the current base flood elevation should be verified with the City-Parish Subdivision Engineering Flood Office.

Certification

I hereby certify that the plat shown was made in accordance with Louisiana Revised Statutes 33:5051, et. seq., and conforms to all parish ordinances governing the subdivision of land and to the minimum standards for property boundary surveys for a class "____" survey as established by the Louisiana State Board of Registration for Professional Engineers and Land Surveyors.

Name of Surveyor
Business Name

Date

(Seal Required)

Wastewater Impact Fee Approval

This is to certify that the developer of lots ____ through ____ has paid \$_____ per lot for a total of _____ (check number_____) in wastewater impact fees in accordance with Ordinance 10043, E.B.R.O.S.C.O. Ordinance 1242 as amended, adopted September 28, 1994, by the Metropolitan Council. Additionally, all lots for which a building permit will be issued for improvements to the lot will require a payment of the remaining portion of the wastewater impact fee in accordance with the aforementioned ordinance. This subdivision is located in the _____ sewer district.

(Director's name)
East Baton Rouge City/Parish
Department of Development

Date

Sidewalk Note (Standard note)

It shall be the duty of each individual lot owner to maintain that portion of sidewalk, which is on or adjacent to his/her property. The City-Parish shall have no responsibility for liability or maintenance of the sidewalks.
(Code of Ordinances, Chapter 3, Sec. 2:171)

Sidewalk Note (For bonded sidewalks)

All sidewalk improvements are to be built by the approved municipally-licensed contractor, within the time period stated on the bond agreement. It shall be the responsibility of the individual lot owner to repair sidewalk damages incurred during building construction, prior to final building inspection approval on the lot.

Utility Service Servitude Note

Where underground electrical utility service is provided for the subdivision, restrictions shall include a requirement that the owner of each lot shall furnish an electric servitude from the source of supply to his meter location for receipt of electric service on the lot. (UDC Sec. 4.3.5.E.1)

Restrictions Note

All lots are subject to the Declaration of Covenants and Restrictions filed as an adjunct hereto. The City-Parish does not enforce private deed and/or subdivision restrictions. However, the approval of this plat does not release the owner and/or contractor/builder from complying with any such restrictions that may be attached to the property on this plat.

TRAFFIC IMPACT FEE CERTIFICATION:

THIS IS TO CERTIFY THAT THE DEVELOPER OF LOTS ___ THROUGH ___ HAS PAID _____ PER LOT FOR A TOTAL OF _____ (CHECK No. _____) IN TRAFFIC IMPACT FEES IN ACCORDANCE WITH THE EAST BATON ROUGE PARISH TRAFFIC IMPACT FEE POLICY. THE FEES ASSESSED AND COLLECTED WERE BASED ON A RESIDENTIAL LAND USE TYPE WITH DWELLING UNITS OF GROSS LIVING AREA OF _____.

(DIRECTOR'S NAME)
EAST BATON ROUGE PARISH
DEPARTMENT OF DEVELOPMENT

DATE

Stormwater Management: As part of construction, it shall be the responsibility of the owner to comply with storm water management and drainage requirements set forth in Section 15.13 of the Unified Development Code, latest revision.

A Private Water Quality Maintenance Covenant has been executed and recorded in the Office of the Clerk and Recorder of the Parish as Original _____ and Bundle _____.

If Private Sewer in ROW:

THE CITY OF BATON ROUGE/PARISH OF EAST BATON ROUGE IS NOT RESPONSIBLE FOR THE MAINTENANCE AND/OR UPKEEP OF PRIVATE STREETS SEWER. ANY INCIDENTAL PAVEMENT REMOVAL NECESSARY IN THE MAINTENANCE OF THE PRIVATE SEWER SYSTEM SHALL BE PROPERLY REPLACED OR REPAIRED AT THE EXPENSE OF THE SEWER UTILITY OPERATOR. THE CITY OF BATON ROUGE / PARISH OF EAST BATON ROUGE SHALL NOT BEAR ANY OF THE EXPENSE FOR SUCH PAVEMENT REPAIR NECESSARY FOR MAINTENANCE OF THE PRIVATE SEWER SYSTEM

Fill Note:

VARIOUS LOTS WITHIN (NAME) SUBDIVISION HAVE RECEIVED FILL DURING THE SUBDIVISION CONSTRUCTION PHASE OF THE PROJECT. EACH BUILDER/OWNER SHALL BE RESPONSIBLE FOR INDEPENDENTLY INVESTIGATING THE SOIL CONDITIONS OF THE LOT AND SHALL FURNISH COMPACTION DATA TO THE PERMIT OFFICE PRIOR TO COMMENCING CONSTRUCTION TO ENSURE BUILDING CODE COMPLIANCE FOR APPROPRIATE FOUNDATION/SLAB DESIGN.

For Zero Lot Line Lots:

A FIVE (5) FOOT PRIVATE CONSTRUCTION AND MAINTENANCE EASEMENT SHALL BE PROVIDED ON THE LOT ADJACENT FOR CONSTRUCTION AND MAINTENANCE OF THE ZERO LOT LINE WALL

Common Area Dedication:

THE AREA SHOWN ON THIS PLAT AND DESIGNATED AS "COMMON AREA" IS HEREBY DEDICATED FOR RECREATIONAL PURPOSES FOR THE COMMON USE AND ENJOYMENT OF (NAME) SUBDIVISION HOMEOWNERS, AND IS NOT DEDICATED FOR THE GENERAL USE OF THE PUBLIC. MAINTENANCE OF THE COMMON AREA SHOWN HEREON WILL BE BY (NAME) SUBDIVISION HOMEOWNERS ASSOCIATION, EXCEPT THOSE PUBLIC SERVITUDES WHICH ARE DULY DEDICATED FOR PUBLIC USE

Sight Triangle:

NOT PLANTINGS, FENCES OR PARKING AREA TO BE CONSTRUCTED WITHIN SIGHT TRIANGLES SO AS TO INTERFERE WITH THE SIGHT DISTANCE REQUIREMENTS OF THE UNIFIED DEVELOPMENT CODE

Street Light Maintenance Responsibility: DEMCO, ENTERGY, or Consolidated Road Lighting District

Municipal Address numbers must be placed on lots (including the block ranges on streets)

****If Traffic Impact Fee/Wastewater Impact Fee Credits have been purchased, use the notes as follows:**

"TRAFFIC IMPACT FEE CERTIFICATION":

This is to certify that the developer of Lots ____ through ____ has purchased traffic impact fee credits from _____, in the amount of \$_____ per lot, for a total of \$_____, in accordance with the East Baton Rouge Parish Traffic Impact Fee Policy. The credits purchased were based on a residential land use type with dwelling units of minimum gross living area ranging from ____ sq. ft. to ____ sq. ft.

****NOTE: The Traffic Engineering Division is responsible for approving and tracking the credits for all parties that have established Traffic Impact Fee credits. Written approval from TED for TIF credit transfers is required before the approval of the final plat.**

"WASTEWATER IMPACT FEE CERTIFICATION":

This is to certify that the developer of lots _____ through _____ has been assigned wastewater impact fee credits from _____ in accordance with the cooperative endeavor agreement between _____ and the City of Baton Rouge/Parish of East Baton Rouge and EBROSCO dated October 9, 2012, in accordance with ordinance 10043, EBROSCO Ordinance 1242 as amended, adopted, September 28, 1994, by the Metropolitan Council. Additionally, all lots for which a building permit will be issued for improvements to the lot will require payment of the remaining portion of the wastewater impact fee in accordance with the aforementioned ordinance. This subdivision is located in the South Sewer District.

****NOTE: The Sewer Engineering Division is responsible for approving and tracking the credits for all parties that have established Wastewater Impact Fee credits. Written approval from SED for WIF credit transfers is required before the approval of the final plat.**