



Town of Boone
Development Services Department

Major Subdivision Final Plat Checklist

1510 Blowing Rock Road • Boone, North Carolina 28607 • Phone (828) 268-6960 • www.townofboone.net

Final plats and all associated documentation must be submitted by the first Friday of the month. The following information is required:

- 1 mylar and three paper copies of the final plat (18" x 24")
- Property Owner Association Documents (if applicable)
- Engineers estimate and surety (if applicable)

The following information is required on all final plats:

- Vicinity map, title, date, location, true north point and name of the subdivision, which shall not duplicate the name of any existing subdivision recorded in the Watauga County Registry
- The name(s), addresses(es) and telephone number(s) of the owner(s), mortgagee(s), registered surveyor(s), land planner(s), architect(s), and professional engineer(s) responsible for the subdivision and the registration number(s) and seal(s) of the professional engineer(s) and registered surveyor(s)
- Statement of intended use of lots
- Scale according to which the plat is drawn in feet per inch or scale ratio in words or figures or bar graph
- Right-of-way lines and easements of all streets and roads, and access right-of-way to state roads or town streets
- Lot lines and lot numbers showing bearings and distances. All dimensions should be to the nearest one hundredth (0.01) of a foot and angle to the nearest minute.
- Nearest building setback lines, including typical lot setback for all lots
- Relationship with floodway and flood plain as delineated by the county floodway boundary and flood insurance maps
- Statement that individual lots have or have not been approved by the Appalachian District Health Department for well and septic tank use
- Reference to deed book and page number of recorded restrictive covenants
- Reference to the deed book and page number of the owner's deed for the property to be subdivided
- Exact boundary lines of the tract to be subdivided fully dimensioned by lengths and bearings, and the location of intersecting boundary lines of adjoining lands
- Plans for utility layouts, including sanitary sewers, storm sewers, water distribution lines, natural gas, telephone and electric service, illustrating connections to existing systems or plans for individual water supply systems and/or sewage disposal systems, lines sizes and locations of fire hydrants and manholes
- Street names
- Location and dimension of all rights-of-way, utility or other easements, riding trails, natural buffers, pedestrian or bicycle paths, and areas to be dedicated to public use with the purpose of each stated
- Property lines, buildings or other structures, water courses, bridges, culverts, storm drains on both the land to be subdivided and on the land immediately adjoining corporate limits, township boundaries and county lines
- Sufficient engineering data to determine readily and reproduce on the ground every straight or curved boundary line, street line, lot line, right-of-way line, easement line and setback line, including dimensions, bearings, or deflection angles, radii, central circles, and tangent distances for the center line of curved streets and curved property lines that are not the boundary of curved streets, with all dimensions measured to the nearest one tenth (1/10) of a foot and all angles to the nearest minute
- Accurate location and description of all monuments, markers and control points
- Blocks numbered consecutively throughout the entire subdivision and lots numbered consecutively throughout each block
- Name and location of any property within the subdivision or within any contiguous property that is listed on or is eligible for listing on the US Department of Interior National Register of Historic places
- All or any of the additional information required by G.S. 47-30
- A subdivision disclosure statement is provided as required by G.S. 136-102.6 which fully discloses the status, whether public or private or the road upon which the lots front. An instrument establishing a property owners association for the purpose of assessing dues for maintenance of private roads shall be recorded with the Watauga County Register of Deeds.

