



PRE-FINAL PLAT SUBMITTAL CHECKLIST

Checklist intended for Pre-Final Plat.

Pre-final plat submittal shall include the following:

- ☐ 1. Vicinity map
- ☐ 2. Project title
- ☐ 3. Names and addresses (Subdivider, engineer, surveyor, owner)
- ☐ 4. Title block
- ☐ 5. Sheet index (if more than one sheet)
- ☐ 6. North arrow designation
- ☐ 7. Scaled diagrams
- ☐ 8. Mesa plat notes
- ☐ 9. P.E. sealed stamp with signature date(s)
- ☐ 10. Section-Township-Range information
- ☐ 11. Legend (symbols, abbreviations and line types)
- ☐ 12. Street names
- ☐ 13. Assured water supply
- ☐ 14. Acknowledgments
- ☐ 15. Dedication statement
- ☐ 16. Mesa approval block
- ☐ 17. Basis of bearing
- ☐ 18. Bearings and distances
- ☐ 19. Tract and lot tables
- ☐ 20. Lot or parcel area in square feet
- ☐ 21. Curve data
- ☐ 22. Point of commencement or point of beginning
- ☐ 23. Control points



- ☐ 24. Section monumentation
- ☐ 25. Lot corners
- ☐ 26. Right-of-way (existing and proposed)
- ☐ 27. Public easements
- ☐ 28. Sealed boundary closure calculations (separate document)

The following documents are required prior to recording plat or pulling water or sewer permits if not annexed into Mesa City limits:

- ☐ 1. Approved improvement plans.
- ☐ 2. Drainage covenant signed and notarized with owner signature.
- ☐ 3. For residential subdivisions, provide assurance of construction agreement or occupancy clearance agreement.
- ☐ 4. Signed and notarized Roosevelt Water Conservation District (RWCD) delivery agreement.