



**RUTHERFORD COUNTY REGIONAL PLANNING COMMISSION**  
 One South Public Square, Room 200, Murfreesboro, Tennessee 37130  
 OFFICE 615.898.7730 FAX 615.898.7823

**PRELIMINARY SUBDIVISION PLAT CHECKLIST**

Name of Subdivision		Date of application
<input type="checkbox"/> Title/Name of Plat	<input type="checkbox"/> Contours at vertical intervals of not more than 2 feet; if grade exceeds 25% contours at vertical intervals of not more than 5 feet	<input type="checkbox"/> Design and Drainage Plan
<input type="checkbox"/> Date		
<input type="checkbox"/> Graphic Scale	<input type="checkbox"/> Soil Map	Elements of the Subdivision
<input type="checkbox"/> Magnetic North Point	<input type="checkbox"/> Benchmark	
<input type="checkbox"/> Location Map with North Point		
<input type="checkbox"/> Deed Book and Page Number		
<input type="checkbox"/> Tax Map and Parcel Number(s)	<input type="checkbox"/> Total number of lots	
<input type="checkbox"/> Name, Address of Owner(s) of the property	<input type="checkbox"/> Lots numbered in numerical order	
<input type="checkbox"/> Registered Engineer (name, address, seal)	<input type="checkbox"/> Names, location, and dimensions of proposed streets/alleys (names reviewed by E-911)	<input type="checkbox"/> Coordination with the Long Range Transportation Plan of Rutherford County
<input type="checkbox"/> Civil and Magisterial District		
<input type="checkbox"/> Total Acreage	<input type="checkbox"/> Lot lines with all dimensions	
<input type="checkbox"/> Zoning of property and surrounding area	<input type="checkbox"/> Minimum building setback lines	
<input type="checkbox"/> Name of Adjacent Subdivisions	<input type="checkbox"/> Area Approved for Sub-Surface Disposal	
<input type="checkbox"/> Names of Adjacent Streets and Right of Ways	<input type="checkbox"/> Location of fire hydrants (all lots must be within 1,000 feet of a fire hydrant)	<input type="checkbox"/> Easements (drainage, conservation, utility)
<input type="checkbox"/> Names of Owners of Adjacent Tracts		
<input type="checkbox"/> Property as it exists today including the location of property lines, streets, buildings, water courses, railroads, sewers, bridges, culverts, drain pipes, water mains and easements		
<input type="checkbox"/> FEMA Panel Number, Map Number, Effective Date, and Zone	<input type="checkbox"/> Areas for uses other than residential (parks, open space, dedicated for public use)	
<input type="checkbox"/> 100 Year Floodplain Limit	<input type="checkbox"/> Temporary turn around on stub streets greater than 500 feet	
<input type="checkbox"/> Plans of proposed utility layouts including connections to existing lines and provision of sewer (individual, STEP, public sanitary sewer)		
<input type="checkbox"/> Certificate of Water Services (signed)		
<input type="checkbox"/> Certificate of Approval for Electric Power (signed)		

Submit three (3) copies of the Plat for review