



FINAL SUBDIVISION SUBMITTAL CHECKLIST

Name of Project:

Name of person completing this checklist:

Notes to applicant:

1. This checklist is to be used as a minimum guideline of the requirements for final subdivision review, as applicable, and shall be included in the initial submittal for final plat approval. Other documents or information may be required.
2. The Planning Commission provides the governing authority with a recommendation for all final plats except for projects in unincorporated Liberty County. Record drawings shall be accepted by LCPC prior to a plat being heard by the Planning Commission.
3. All letters of credit shall be submitted prior to a final plat being heard by the governing authority.
4. All reviews, approvals and letters of credit shall be completed and received at least 10 days prior to scheduled meetings of the Planning Commission and governing authority. Such reviews and approvals take time. **Please plan accordingly.**

Application and fees

- Letter of transmittal
- General engineering review application
- LCPC fee calculator
- Check for final plat review fee
- Check for final engineering and inspection fee

Plat and record drawings

- Final plat *paper (one set)* *pdf*
- Record drawings *paper (one set)* *pdf*
- Engineer's certification

** Record drawings includes coordinates and/or ties to features, a mark-up of inverts (design inverts crossed out, actual inverts indicated) and indication of items not construction or installed.*

Stormwater

- As-built hydrology report *paper (one copy)* *pdf*
- Detention pond certification N/A
- Stormwater facilities management agreement (*Hinesville and Flemington only*) N/A
- Stormwater facilities maintenance plan (*Hinesville and Flemington only*) N/A

