

Chapter 16.20

FINAL MAPS AND PLATS*

Sections:

16.20.010 Final plat stage (stage III)

16.20.020 Final plat submission-Information required.

16.20.010 Final plat stage (stage III)

The final plat stage includes the final design and engineering of the subdivision, and the preparation, submission, review and action on the final plat and engineering plans.

A. Presubmission Requirements.

1. Zoning. The final plat shall meet all requirements of the zoning district in which located, and any necessary zoning amendments shall have been adopted by the city council prior to filing of the final plat;

2. Preparation of Final Plat. The final plat shall conform closely to the approved preliminary plat and be prepared in accordance with the provisions of this chapter.

3. Easements. The final plat submittal shall include a letter signifying approval of utility easements by all public utilities involved, and shall be so indicated by an affidavit on the map.

B. Final Plat Submission.

1. The planning commission shall review the final plat for conformity with the preliminary plat and conformity with engineer=s approval of final plat and construction drawings;

2. The subdivider shall file with t he city clerk the final plat and four true copies thereof together with the recordation fee, at least ten days prior to the city council=s meeting at which the subdivider desires to be heard.

C. Final Plat Review.

1. Upon receipt of the final plat submittal, the city clerk shall record receipt and date of filing, and transmit all copies of the final plat to the city engineer for checking the submittal for completeness. If incomplete, the filing date shall be voided and the subdivider so notified;

2. In the even that the city engineer finds that the final plat does not substantially conform to the approved preliminary plat, as approved by the commission, then the final plat shall be submitted to the commission for review and recommendations prior to consideration by the city council.

D. Final Plat Approval and Recordation.

1. Upon notification from the city engineer that the plat is in order, the city clerk shall place the case on the agenda of the next regular meeting, at which time the city council shall approve or deny the plat;

*Prior history: Prior code " 36.400 through 36.430, 36.450 and 36.460, as amended by Ordinance 229.

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2. If the city council denies approval of the plat for any reason whatever, such reasons shall be recorded in the minutes and the subdivider so notified. If the city council gives final approval of the plat, the city clerk shall transcribe upon the plat a certificate of approval signed by the mayor and the city clerk, first making sure that all other required certifications have been duly signed, and that engineering plans have been approved by the city engineer;

3. The subdivider shall then cause signed prints of the plat to be provided to the city engineer, the county recorder, the county assessor, and the commission, all at the expense of the subdivider. (Ord. 391 § 105, 1983)

16.20.020 Final plat submission-Information required.

A. Form and Content. The final map shall be clearly and legibly drawn in black waterproof india ink upon good tracing cloth or mylar, including affidavits, certificates and acknowledgments. Each sheet shall be twenty-four inches by thirty-two inches in size. A marginal line shall be drawn completely around each sheet showing an entirely black margin of one inch at bottom, top and right edge and two inches on the left edge of the twenty-four inch dimension. The scale of the map shall be not less than one inch equals one hundred feet. The particular number of the sheet and the total number of sheets comprising the map shall be so stated on each of the sheets and the number in relation to each adjoining sheet shall be clearly shown. The title sheet shall contain the location of the property being divided with references to maps which have been previously recorded or by reference to the plat of the United States Survey. Copies of the final plat shall be reproduced in the form of blueline or blackline prints on the white background.

B. Identification Data.

1. Name of subdivision and location by section, township, range and county;
2. Name, address and registration number of the registered land surveyor preparing the plat;
3. Scale, north point and date of plat preparation.

C. Survey Data (Required).

1. Boundaries of the tract fully balanced and closed, showing all bearings and distances, determined by an accurate survey in the field; all dimensions expressed in feet and decimals thereof;
2. Any exceptions within the plat boundaries located by bearings and distances expressed in feet and decimals thereof, determined by an accurate survey in the field;
3. Location and description of cardinal points to which all dimensions, angles, bearings and similar data on the plat shall be referenced; the subdivision traverse shall be tied by course and distance to a section corner or quarter section corners;
4. Location and description of all physical encroachments upon the boundaries of the tract.

D. Descriptive Data.

1. Name, right-of-way lines, courses, lengths, widths of all streets, alleys, pedestrian ways, and utility easements; radii points of tangency and central angles of all curvilinear streets and alleys; radii of all rounded street line intersections;

2. All drainageways, designated as such;
3. All utility and public service easements, including designation whether for public access or utilities;
4. Location and dimensions of all lots, parcels and exceptions;
5. All residential lots shall be numbered consecutively throughout blocks;
6. Location, dimensions, bearings, radii, arcs, and central angles of boundaries of all sites to be dedicated to the public, including designation of proposed use;
7. Location of all adjoining subdivisions with name, date, book and page number of recordation noted, or if unrecorded, so note, along with names of adjoining land owners of unsubdivided property;
8. Any private deed restrictions to be imposed upon the plat, or any part thereof, written on or attached to the plat and each copy thereof.

E. Dedication and Acknowledgment.

1. Statement of dedication of all streets, alleys, pedestrian ways and easement for public purposes by the person holding title of record, by persons holding title as vendees under land contract, and by husbands or wives of such persons. If lands to be dedicated are mortgagor, the mortgage shall also sign the plat. Dedication shall include a written description by section, township, and range of the tract. If the plat contains private streets, public utilities shall be reserved the right to install and maintain utilities in such street rights-of-way;

2. Execution of dedication acknowledged and certified by a notary public.

F. Additional Information.

1. Where the center line has been established for any street, highway, alley or public way within an adjoining subdivision, all monuments along said street, highway, alley or public way within the proposed subdivision shall be located with reference to that center line which shall be shown on the map;

2. The center line of each highway, street, alley or way within the proposed subdivision and width on each side of the center line, and showing the width to be dedicated and there shall be designated on all center lines the bearing thereof and length of each radius, central angle and length of each curve within the proposed subdivision;

3. The location of monuments or other evidence formed upon the ground and used in determining the boundaries of the subdivision. If other subdivisions adjoin, the map shall show sufficient corners of such adjoining subdivisions, sufficiently identified to locate precisely the limits of the proposed subdivision;

4. The length and bearing of each block line, lot line and boundary line; length, radius and central angle of each curve or the length of curve and the portion of the central angle lying within each lot. Such data shall be shown in a manner satisfactory to the city engineer.

5. Each city boundary line crossing or adjoining the subdivision with adequate ties to monuments set or found within the subdivision.

G. City Engineer to Check.

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1. The city engineer shall check said final map as to accuracy of dimensions, the placing of monuments, the establishment of survey records shown on said map, and the conformance of said map with the preliminary map. The final maps shall be accompanied by:

a. A worksheet showing the closure of the exterior boundaries of the proposed subdivision and of the closure of lots and blocks therein,

b. A complete set of construction plans are required by the city engineer showing typical street sections, center line and curb grades, sanitary sewer and storm drain locations and invert grades and elevations,

c. Construction plans for manholes, catchbasins and other appurtenant structure, and

d. An estimate of quantities required to complete the improvements;

2. The minimum allowable error of closure shall be 1/10,000. Temperature and tension correction shall be applied to all measured distances in conformance with the standard adopted by the Federal Bond of Surveys and Maps in May, 1925.

H. Required Certifications. The following certification shall appear on the final map:

1. A certificate signed and acknowledged by all parties having any record title interest in the land subdivided, consenting to the preparation and recordation of the map. A lien for state, county, municipal or local taxes and for special assessments or beneficial interest under bond indentures shall not be deemed to be an interest in land for the purpose of this section. Any map including territory originally patented by the United States or the state of Nevada, under patent reserving interest to either or both of the entities, may be recorded under the provisions of NRS 278.010 to 278.730, inclusive, without the consent of the United States or the state of Nevada thereto, or to dedications made thereon. Signatures required by this section of parties owning rights-of-way, easements or reversions which by reason of changed conditions, long disuse or laches appear to be no longer of practical use or value, and which signatures it is impossible or impracticable to obtain, may be omitted if the names of such parties and the nature of their interest is endorsed on the map, together with a reasonable statement of the circumstances preventing the procurement of such signatures;

2. A certificate, signed and acknowledged as above, offering for dedication for certain specified public uses (subject to such reservations as may be contained in any such offer of dedication) those certain parcels of land which the parties desire so to dedicate. The certificate may state that any certain parcel or parcels are not offered for dedication but a local ordinance may require as a condition precedent to the approval of any final map that any or all of the parcels of land shown thereon and intended for any public use shall be offered for dedication for public use except those parcels other than streets intended for the exclusive use of the lot owners in such subdivision, their licensees, visitors, tenants and servants;

3. A certificate for execution by the clerk of each approved governing body stating that the body approved the map and accepted or rejected on behalf of the public any parcels of land offered for dedication for public use in conformity with the terms of the offer of dedication;

4. A certificate signed and acknowledged by all parties having any record title in the land subdivided, evidencing their grant of permanent easement for utility installations and access as designated on the map, together with a statement approving such easements, signed by each public utility company or agency in whose favor the easements are created or whose utility services are to be required for the platted parcels;

5. A certificate by the engineer or surveyor responsible for the survey and final map, giving the date of the survey and stating that the survey was made by him or under his direction, and that the survey is true and complete as shown. The certificate shall also state that the monuments are of the character and occupy the positions indicated or that they will be set in such positions and at such time as is agreed upon under the provisions of NRS 278.400;

6. A certificate by the city engineer stating that he has examined the final map, that the subdivision as shown thereon is substantially the same as it appeared on the tentative map, and any approved alterations thereof, that all provisions of NRS 270.010 to 278.630, inclusive, and of any local ordinance applicable at the time of approval of the tentative map have been complied with, and that he is satisfied that the map is technically correct and that the monuments as shown are of the character and occupy the positions indicated or that the monuments have not been set and that a proper performance bond has been deposited guaranteeing their setting on or before a date certain. The certificate shall be dated and signed by the city engineer or by an authorized deputy;

7. A certificate by the state reading: "This final map is approved by the Division of Environmental Health concerning sewage disposal, water pollution, water quality and water supply facilities in accordance with the Nevada Revised Statutes. This approval predicates (community, individual) water supply and (community, individual) sewage disposal;"

8. A copy of the review by the State Engineer required by paragraph 7 of this subsection shall be furnished to the subdivider who in turn shall provide a copy of such review to each purchaser of land prior to the time the sale is completed. No statement of approval or review as required in paragraph 7 of this subsection is a warranty or representation in favor of any person as to the safety or quantity of such water;

9. The final subdivision map shall contain the following certificate: "Division of Water Resource Certificate: This final map is approved by the Division of Water Resources of the Department of Conservation and Natural Resources concerning water quantity subject to the review of approval of file in this office." (Ord. 391 § 107, 1983)