

TOWN OF BRASELTON  
PLANNING AND DEVELOPMENT DEPARTMENT  
**FINAL PLAT APPLICATION**

**Date:** \_\_\_\_\_

**Name of Subdivision/Development:** \_\_\_\_\_

\_\_\_\_\_

**Owner/Developer:** \_\_\_\_\_

**Owner/Developer Contact Information (include name of firm, contact person,  
address, phone and fax number, e-mail address):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Number of Lots:** \_\_\_\_\_

**Zoning Classification:** \_\_\_\_\_

**Project Engineer Contact Information (include name of firm, contact person,  
address, phone and fax number, e-mail address):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Surveyor:** \_\_\_\_\_

## FINAL PLAT CHECKLIST

1. Review Fee (\$350.00 or \$7 a lot, whichever is greater)
2. Evidence of sewer allocation from Town
3. Maintenance Bond (applicable for infrastructure and improvements intended to be dedicated to the Town)
4. Public Improvements Completion Certification from Town Engineer (To verify that all infrastructure shown on the Final Plat intended to be dedicated to the Town has been installed correctly and is functioning properly.)
5. Approval of installed stormwater management facilities (to be obtained by Town Engineer).
6. As-built drawings (to be submitted to and approved by the Town Engineer)
  - 1 large set
  - 3 ½ size sets
  - 1 digital copy in a .dxf or .dwg format
7. Street name approval from the applicable County (Braselton street name approval will be handled by staff internally. The applicant is responsible for obtaining the street name approval from the County.)
8. Copies of Final Plat for signature (2 copies may be submitted for preliminary comments and revisions. Once the Plat is ready to obtain the approval signature from the Town, enough plats must be submitted for the Town to retain 8 plus what is needed by the applicant to record with the County.)

### Staff Final Plat Review Items

1. Compliance with Development Code requirements.
2. Compliance with conditions of zoning.
3. Conformity with Preliminary Plat.
4. Installation of infrastructure and stormwater management facilities – inspection, testing, approval of as-builds.
5. Approval by Mayor and Council (if applicable)