

DIGITAL SUBMITTAL FINAL PLAT CHECKLIST

Digital Plat submittals are to be delivered to the Land Development inbox, ldplans@charlottenc.gov.

Please check the appropriate boxes next to the plan submittal type to note that the required information has been included in the submittal packet.

PLAT SUBMITTAL	Email ALL Signed Plat Applications to ldplans@charlottenc.gov	Filing Fee (See plat fee schedule below)	Mylar Included (Please Mark Yes or No)
Final Plat			
Minor Subdivision Plat		* See Note 1 Below	
Revised Final Plat			
Final Condominium Plat			
Not Subject To Plat ** See note 2 below		N/A	

* (Note 1) Minor Subdivision Plats may require additional fees if grading and/or constructions plans are requested. If applicable, additional fees will be paid to Engineering & Property Management (EPM). View EPM fees and payment methods at:

[City Of Charlotte Engineering & Property Management FY 13 Land Development User Fees](#)

** (Note 2) For Exemptions/Not Subject To, See **City of Charlotte Subdivision Ordinance, Section 20-6 Definitions. SUBDIVISION**

FINAL SUBDIVISION PLAT APPROVAL REQUIREMENTS

1. The applicant shall be aware of the procedures for approval in Section 20-17 of the Subdivision Ordinance.
2. A copy of the sealed and recorded final plat must be delivered to the Planning staff within five days of recording.