



# City of Tuttle

A SMALL COMMUNITY, WELL CONNECTED.

## Community Development Department

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### FINAL PLAT/INFRASTRUCTURE ACCEPTANCE INFORMATION SHEET

Tuttle's platting process differs significantly from those requirements found in other communities.

All required materials should be electronically submitted as PDF's. These can be emailed to [planning@cityoftuttle.com](mailto:planning@cityoftuttle.com).

#### **Fees**

The fee for each Final Plat is \$1000.

You are also responsible for all direct costs incurred by third party reviews and inspections, including legal review and engineering oversight. These costs will be invoiced to you.

Additionally, you will be invoiced the city's direct labor and material costs for the installation of street signage. If not already installed, you will be required to deposit an escrow amount to guarantee payment for the street signage.

Fees in lieu of, if applicable, for sidewalks, parks, may also be required and invoiced.

#### **Application**

All required materials should be electronically submitted as PDF's. These can be emailed to [planning@cityoftuttle.com](mailto:planning@cityoftuttle.com).

The Final Plat Application must be filled out and submitted.

The following documents are required to be submitted with the application:

- Proposed Final Plat (Staff recommends the applicant to hold off on printing the final Mylars until after the City Council approves the Final Plat).
- As-Built Plans/Record Plans of all installed construction (water, wastewater, streets, drainage, electric + street lights (to be provided by power provider), phone (to be provided by AT&T), etc. The City will provide Record Plans for all utilities installed/constructed by the City of Tuttle/Tuttle Public Works Authority.
- Maintenance Bonds for all infrastructure to be dedicated to the City of Tuttle/Tuttle Public Works Authority.
- Verification of installation of property lot pins.
- Proposed Private or Restrictive Covenants, including Homeowner Association documents and landscaping requirements
- Access codes and access agreements for gates into gated communities
- Verification of completion of required park/open space areas

The 911 addressing will be assigned by Community Development staff.

#### **Timeframe**

Final Plats will not be placed on the Planning Commission agenda until it has been reviewed and signed off by City staff for compliance with all applicable local, state, and federal regulations.

After approval from the Planning Commission, it will be forwarded to the City Council for final approval.

Once approved by the City Council, you will have two years to file the plat. Unless an extension is granted by the Planning Commission, the unfiled Final Plat will expire after two years.

A Mylar copy of the filed Final Plat, with the Grady County Clerk's Office Book/Page Stamp shown.