

## **City of Rosemount Final Plat Release Requirements (Revised 03/25/2015)**

To complete the final plat process, the City requires all developers to submit copies of the County-approved plat that is being recorded. The City must receive signed plat copies or a blanket easement before street and utility construction can begin. No building permits will be issued until the final plat is recorded with the County.

**The following requirements must be met in full before the City will release the final plat for recording with Dakota County:**

1. One **20" x 30"** Mylar plat set with the following information only:
  - “City Copy – Not Official Copy” labeled at the top of each page
  - Month and Year labeled at the top of each page
  - Signature page
  - Street names as assigned by the City
  
2. One **PDF file address map** with the following information only:
  - “City Copy – Not Official Copy” labeled at the top of each page
  - Month and Year labeled at the top of each page
  - “Address Map” labeled at the top of each page
  - Addresses, street names, block numbers and lot numbers
  - **NO survey information**
  
3. One **PDF file area map** with the following information only:
  - “City Copy – Not Official Copy” labeled at the top of each page
  - Month and Year labeled at the top of each page
  - “Area Map” labeled at the top of each page
  - Street names, block numbers and lot numbers
  - **NO survey information**
  - Square footage of each lot, outlot, park, right-of-way, and easement for ponding purposes shown on each individual lot/easement, or in tabular form
  - Total acreage of the entire plat
  - Total square footage and acreage of easements for entire plat (Do not include outlots)
  - Setback line and each lot’s front footage at setback
  
4. One final plat in electronic format, projected in Dakota County coordinates, with the following information:
  - Street names, block numbers, and lot numbers on one layer
  - Addresses on a separate layer
  - Drainage and utility easements on a separate layer
  - Submit in all of the following formats:
    - ✓ ESRI.SHP file
    - ✓ AutoCAD.DWG file
    - ✓ Doesn’t need to include dxf’s.