

**PLATTING WORKSHEET  
BOONE COUNTY, IOWA**

**THIS SPACE FOR RECORDER'S USE ONLY**

SUBDIVISION NAME: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_  
\_\_\_\_\_

CONTACT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

Documents Required – Iowa Code Section 354

\_\_\_\_\_ 1. **DEDICATION OF OWNER** – Statement signed by all parties consenting to the property being subdivided. In addition, if any property within these boundaries has been sold, the consent of the titleholders or contract purchasers is needed. To include Acceptance of Mortgage holders if any.

\_\_\_\_\_ 2. **FINAL PLAT** – Original drawing with original signature no greater than 11" X 17" or no less than 8 1/2" X 11" in size. Must be by a registered land surveyor with the surveyor's registration number and legible seal affixed to final drawings.

\_\_\_\_\_ 3. **RESOLUTION ACCEPTING SUBDIVISION** - by City, County or both depending on location. Must have city/county Seal. If within 2 miles of Ames city limits the City of Ames needs to have a Resolution attached approving the plat.

\_\_\_\_\_ 4. **TREASURER'S CERTIFICATE** – To include subdivision name, legal description & current ownership. Document certifies the property is free of encumbrances & taxes are paid unless so stated. This document is prepared by the party initiating the subdivision and is submitted to the County Treasurer along with a copy of the attorney's opinion for review & signature.

\_\_\_\_\_ 5. **COUNTY AUDITOR** – Statement approving the name of a subdivision – HF2177 (effective date 7/1/2006)

\_\_\_\_\_ 6. **DECLARATION OF COVENANTS** – if applicable (can also be filed separately).

\_\_\_\_\_ 7. **ATTORNEY'S TITLE OPINION** – If there are Easements, these should be filed separately.

\_\_\_\_\_ 8. **ENGINEER ACCEPTANCE** – If in County

\_\_\_\_\_ 9. **PLANNING & ZONING** – If in County

CONTACT PERSON NAME, PHONE, E-MAIL \_\_\_\_\_

TYPED OR PRINTED CLARIFICATION OF ABOVE \_\_\_\_\_