

When the plat is ready for signature...

The following must be completed prior to submittal of the mylars:

- Plat must be revised to address all outstanding comments
- Payment of all development fees associated with site/subdivision approval
- Payment of recreational payment in lieu fees (as invoiced)
- Resolution of all outstanding zoning violations
- Completion of site work

The following documents must be provided upon submittal of the mylar set:

- One (1) digital copy of the review comments with written responses
- One (1) digital copy along with one hard copy of the Mylar Checklist
- One (1) digital copy along with one hard copy of the Mylar set (owner's signature must be included)

**** Mylars which do NOT address staff's comments will be returned without review****

After the plat is recorded with the county you must...

Provide the Town copies using the following guidelines...

- Plats inclusive of recording street names and addresses
- One (1) digital copy in pdf format

Return copies to us using the following addresses...

Gina Morin, Planning Technician
Phone: (919) 460-4976
Email: gina.morin@townofcary.org

Kim Burkhamer, Development Services Department
Phone: (919) 380-2761
Email: kim.burkhamer@townofcary.org