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APPENDIX A– SUBMITTAL REQUIREMENTS

<p>X Required * Required, as conditions warrant</p>	MINOR SUBDIVISION	PARCEL SPLIT RESUBDIVISION OR RESURVEY	PLAT CORRECTION	MASTER PLAN- CONVEN/CONSERV	MASTER PLAN-PUD	PRELIMINARY PLAT	FINAL PLAT
Introductory Information							
Graphic and written scale at 1" = 100' or greater	X	X	X	X	X	X	X
Quarter section, section, township, and range with approximate ties to all existing quarter section or section corners within or in the vicinity of the proposed subdivision	X	X	X		X	X	X
Date of preparation, including latest revisions	X	X	X	X	X	X	X
North arrow	X	X	X	X	X	X	X
Name, address, and phone number of persons responsible for preparing application	X	X	X	X	X	X	X
General information section indicating number of sheets,				X	X	X	
Blank space (4"x6") on lower right of title sheet reserved for administrative use.	X	X	X	X	X	X	X
Name of subdivision	X	X	X	X	X	X	X
Name, address, and contact information of legal property owner(s)	X	X	X	X	X	X	X
General Property Information							
Current zoning of the property	X	X	X	X	X	X	X
General vicinity map at a scale of no smaller than 1" = 1000'	X	X	X	X	X	X	X
Legal description	X	X	X	X	X	X	X
Table of Statistics							
Total area of subject property	X	X	X	X	X	X	X

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Area of each lot (standards for Master Plan)	X	X	X	*	X	X	X
Total number of dwelling units and lots (and by phase where applicable) (Master Plan – approximate number)				X	X	X	X
Total number of each different lot type (and by phase where applicable) (Master Plan Conv/Conserv– approximate number)				X	X	X	X
Net and gross density by total project, by phase, and by block				X	X	X	X
Average, smallest and largest block sizes by length and by perimeter, including indication of specific block numbers of the largest and smallest.				*	*		
Area of open space (broken into categories in Section 5.03 (B)) for total project, phase, and block.				X	X	X	X
Topographic Information / Existing Conditions							
Existing contours based on USGS or US Coast and Geodetic Survey sea level datum: 1' intervals for 5% slopes or less; 2' intervals for 5% - 10%; 5' intervals for over 10% (@avail USGS interval for PUD Master Plan & specified intervals if avail w/o specific on-site engineering)	*	*	*	X	X	X	
General depiction of all significant natural features including large trees, large stands of trees or other important vegetation and habitats, or any other similar features. (identification of large trees not required for PUD Master Plan if tree standards included in code accompanying Plan)	X			X	X	X	X
Soil types						X	
Location of all streams and identification of stream characteristics	X			X	X	X	X
100-year flood plain	X	X	X	X	X	X	X

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Any jurisdictional wetlands (as defined by the U.S. EPA and by U.S. Army Corps of Engineers)	X			X	X	X	X
Any other existing water features (bodies of water, intermittent drainage channels, or streams)	X			X	X	X	X
Existing utility easements, utility facilities, or any other existing structures	X	X	X	*	*	X	X
Proposed Development Information							
Typical cross-sections for all rights-of-way including dimensions of all street elements identified in Articles 3 or 4						X	
Typical intersection dimensions including crosswalks, curb-radii, and site lines						X	
Identification of all rights-of-way, easements, utilities, open space, or other common use parcels. (utilities N/A for PUD Master Plan with statement of availability and standards)	X	X	X	X	X	X	X
All street names and locations of proposed street signs (statement of compliance with County and municipal regulations and 911 requirements)	X	X	X	*	*	X	X
Lot dimensions and standards as established by these regulations and/or the applicable zoning standards	X	X	X	*	*	X	X
Location, size, and type of all street lights						X	
Layout, location, and identification of all proposed lots and blocks, including location and sight distance of all access points to all lots	X	X	X	*	*	X	X
Street construction specifications including proposed cut and fill, construction details for paved surfaces and street edges, and horizontal and vertical sight distances at intersections (standards for PUDs)						X	
A sheet of all proposed waivers or modifications, specifically stating the standard sought to be waived or modified and all location(s) where the waiver or modification will be applied. (to extent then known for PUD Master Plan)	X	X	X	X	X	X	X

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Where a development will be constructed in phases, all phase lines and a schedule showing the order of construction and approximate completion date of each phase.				X	X	X	
A landscape plan and standards for all rights-of-way and open spaces, as applicable				X	X		X
Drainage Plan, including calculations of pre and post development flows, profile and location of proposed stormwater facilities, evidence of all necessary approvals and permits and a Best Management Practices report.						X	
Location of any proposed public facilities				X	X	*	*
Proposed final grade of all areas at 2' intervals.						X	
Site Design Information							
A narrative statement on how the development conforms to the Comprehensive Plan, and any specific plan or program officially approved under the guidance of the Comprehensive Plan				X	X		
A regulating site map, accompanying code indicating use characteristics, lot types, building types, and engineering, thoroughfare, dimensional, architecture, and urban design standards for buildings, streets, and open spaces				*	X		
Renderings and illustrations of typical open spaces, streets, blocks, lots, and buildings				*	X		
Adjacent Property Information							
Name and mailing address of owners of adjacent lands	X			X	X	X	
Current zoning of property or "unzoned" where no zoning applies	X	X	X	X	X	X	X
Topographic information within 100' of boundaries in 5' intervals				X	X	X	

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Topographic information for extensions of any stub streets up to 300' from boundary in 2' intervals						X	
Name and location of all streets and pedestrian facilities within 200' of the parcel boundary				*		X	
Location of all easements and utility facilities within 200' of the parcel boundaries	*	*	*	*	*	*	*
Location and use of all buildings on the subject property	X	X	X	X	X	X	X
Reference to recorded subdivision plats of abutting platted land by map, book, volume, and page, or designated as "unplatted"	X	X	X	X	X	X	X
Certifications and Signatures							
Notarized signature of property owner or agent of landowner	X	X	X	X	X	X	X
Standard signature block for all County and municipal approvals	X	X	X	X	X	X	X
Certification statement of the owners consent to dedication of any public rights-of-way or other public easements, where appropriate	X						X
Certification and description of all other easements, covenants, or common use areas	X	X	X			X	X
Certification or approval from State and/or County Health Department for proposed water supply and sanitary facilities	X	X	X			X	X
Other required Certifications and Notes	*	*	*	*	*	*	*
Surveyor's certification, if applicable	X	X	X	X	X	X	X
Engineer's certification if applicable	X	X	X	X	X	X	X
Articles of Incorporation for Homeowner's Association	*						*

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