

## Preliminary Plat LOC Checklist

Certification No.		Plat Name:	
-------------------	--	------------	--

**Replots, Amending & Minor plats shall meet all the requirements for a final plat.**

Review		Preliminary Plat Exhibit (Sec. 118-24 and 118-29)
Yes	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	Sheets 18" wide and 24" long with border of not less than ½" on all sides.
<input type="checkbox"/>	<input type="checkbox"/>	Scale not less than 1" = 100'.
<input type="checkbox"/>	<input type="checkbox"/>	Index sheet showing entire subdivision when more than one sheet is necessary.
<input type="checkbox"/>	<input type="checkbox"/>	Location map with subdivision boundaries, major streets, north arrow, and city limits/ETJ.
<input type="checkbox"/>	<input type="checkbox"/>	Proposed name of subdivision. Shall not have the same spelling or be pronounced similar to the name of any other subdivision with the city or ETJ unless contiguous and represents an additional installment of the original subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	Names of contiguous subdivisions and the owners of contiguous parcels of un-subdivided land, and an indication of whether or not contiguous properties are platted.
<input type="checkbox"/>	<input type="checkbox"/>	Locations of contiguous lots, blocks, streets, easements, rights-of-way, parks and public facilities.
<input type="checkbox"/>	<input type="checkbox"/>	Subdivision boundary lines indicated by heavy lines and computed acreage of the subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	Exact location, dimensions, name and description of all existing or recorded streets, alleys, drainage structures, reservations, easements or public rights-of-way within the subdivision, intersection or contiguous with its boundaries or forming such boundaries.
<input type="checkbox"/>	<input type="checkbox"/>	Exact location, dimensions, description and name of all existing or recorded residential lots, parks, public areas and significant sites within or contiguous with the subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	Location, dimensions, description and name of all proposed streets, alleys, parks, public areas, reservations, easements or rights-of-way, blocks and lots.
<input type="checkbox"/>	<input type="checkbox"/>	Date of preparation, scale of plat, and north arrow.
<input type="checkbox"/>	<input type="checkbox"/>	Topographic information including 5-foot contours with a slope of 2 percent or more, and 2-foot contours with a slope of less than 2 percent.
<input type="checkbox"/>	<input type="checkbox"/>	Location of city limits, outer border of ETJ, and zoning boundaries if they traverse or form part of or are contiguous to the boundary of the subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	Proposed land use and density by lot.
<input type="checkbox"/>	<input type="checkbox"/>	Any setback lines that are proposed to vary with the zoning ordinance. (N/A outside city limits)
<input type="checkbox"/>	<input type="checkbox"/>	Land subject to any special flood hazard zone.

Review		Preliminary Street and Utility Drawings (Sec. 118-25)
Yes	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary street plan including right-of-way and paving widths of all streets and alleys, and location of all sidewalks.
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary water system plan including approximate location and size of existing and proposed water lines, fire hydrants, and the location and size of existing mains to which the system will be connected.
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary wastewater system plan including the approximate location and size of existing and proposed wastewater lines, points of discharge or any disposal sites including lands subject to flooding.
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary drainage report including preliminary drainage site plan and conformance with the master drainage plan report.

Review		Preliminary Drainage Report (Sec. 118-25(4) and DCM Sec. 2.1.4)
Yes	N/A	
<b>Preliminary Drainage Site Plan Requirements</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Plat boundary
<input type="checkbox"/>	<input type="checkbox"/>	Existing drainage infrastructure
<input type="checkbox"/>	<input type="checkbox"/>	Proposed drainage infrastructure
<input type="checkbox"/>	<input type="checkbox"/>	Existing right-of-way in and adjacent to the plat
<input type="checkbox"/>	<input type="checkbox"/>	Proposed right-of-way in and adjacent to the plat
<input type="checkbox"/>	<input type="checkbox"/>	Existing easements in and adjacent to the plat
<input type="checkbox"/>	<input type="checkbox"/>	Proposed easements in and adjacent to the plat
<input type="checkbox"/>	<input type="checkbox"/>	Proposed stormwater connections
<input type="checkbox"/>	<input type="checkbox"/>	Point(s) of development discharge
<input type="checkbox"/>	<input type="checkbox"/>	Proposed changes to floodplain
<input type="checkbox"/>	<input type="checkbox"/>	Proposed changes to floodway boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Note to reviewer: Drainage infrastructure includes inlets, channels, storm sewer, detention, retention, and water quality facilities
<b>Conformance Requirements</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Conformance with the Master Drainage Plan Report (if applicable): Changes in the drainage design for development plat submittals may require Master Drainage Plan Report updating

Review		Additional Documents
Yes	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	Items identified at TIA scoping meeting
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Connection Eligibility approval documentation
<input type="checkbox"/>	<input type="checkbox"/>	Completed and signed Checklist for TIA Worksheet and/or Report

---

I hereby confirm that this checklist is complete and all required information is attached.

**Signature of Owner/Applicant**

**Signature of Licensed Engineer**

**Signature of Owner/Applicant**

**Signature of Licensed Engineer**

**Date**

**Date**