



SUBDIVISION APPLICATION SUBMITTAL CHECKLIST

This form is to be included with your subdivision application submittal package.

Submittal Date: _____ Subdivision Review Fees Health Review Fee

- Preliminary Plat conforming to the statutory Rules/Regulation
- Project Summary fully describing existing site conditions and project proposal
- A **fully completed** Primary Review Impact Questionnaire

Additional Required Items (as applicable):

- Fire Risk Assessment Weed Assessment Draft Covenants
- Draft Road Maintenance Agreement Slope Map $\geq 30\%$ Phasing Plan
- Water/Sanitation Submittal Street and Road Plans
- Utility Plan showing existing & proposed infrastructure Existing covenants

Supplemental Maps (as applicable)

- Vicinity Map Aerial Map USGS Topo Map
- Existing Conditions Map (per Section III-A) Delineated Floodplain Map

Additional Material based on Pre-Application:

- Qualified soil or geotechnical engineer study indicating the locations, character and extent of all areas subject to said hazards.
- When evidence of high groundwater or unstable soil is present provide a groundwater drainage mitigation plan prepared by a licensed professional engineer (PE) to mitigate the problem.
- Traffic Impact Analysis, if the proposed project generates 400 or more ADT on any one road based on a trip distribution analysis.
- If access to the subdivision is across private property not owned by the subdivider, provide evidence of legal access or describe how it will be obtained prior to filing the final plat.
- USFS Special Use Permit or documentation that discussion is in progress
- Variance Application

Subdivision: _____ Submittal Received: _____

Reviewed By: _____ Review Date: _____

Deemed Completed for Element Review: **D**Yes **D** No (*explained below*)

Corrections Recommended for Re-Submittal:

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