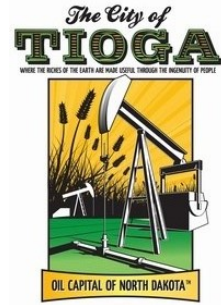


Preliminary Plat Checklist

Project Name: _____

Developer Name: _____

Engineer Name: _____



	Included	Not Included
1.0 The following data regarding identification and description of the preliminary plat shall be provided:		
1.1 Proposed name of subdivision, which name shall not duplicate or too closely approximate the name of any plat or existing subdivision heretofore recorded in the County except when such plat is an addition to an existing plat of record. The name of a rearrangement of an existing plat may be shortened from a complete legal description of the rearrangement by stating "(said rearrangement) hereafter to be known as _____."		
1.2 Location by section, township and range, to the quarter section, or by other legal description		
1.3 Names and addresses of the owners, subdividers, and developers having control of the lands included in said preliminary plat, the designer of the plat, the surveyor and his registration number.		
1.4 Graphic scale, not less than one inch to one hundred (100) feet, or other scale as approved by the Subdivision Administrator.		
1.5 North point.		
1.6 Date of preparation.		

	Included	Not Included
2.0 The following data regarding existing conditions shall be provided for preliminary plats:		
2.1 Boundary line survey, including measured distances and angles which shall close by latitude and departure with an error of closure not exceeding one (1) foot in ten thousand (10,000) feet.		
2.2 Total acreage in said preliminary plat computed to one tenth (1/10) of an acre.		
2.3 Total square footage of each lot.		
2.4 Location and names of existing or platted streets or other public ways, parks and other public open spaces, buildings and structures, easements and section and corporate lines within the tract and to a distance of one hundred (100) feet beyond the tract at the time of submission of the plat.		
2.5 If the proposed subdivision is a rearrangement or a replat of any former plat, the lot and block arrangement of the plat of record along with its original name shall be indicated by dotted or dashed lines. Also, any revision or vacated roadway of the original plat of record shall be so indicated.		
2.6 Location and size of existing surfaced streets shall be shown, as well as all railroads, sewers, water mains, gravel pits, culverts, or other underground facilities within and to a distance of one hundred (100) feet beyond the tract.		
2.7 Boundary lines of adjoining platted or unplatted land within one hundred (100) feet beyond the tract.		
2.8 Complete topography map that extends 100 feet beyond the subdivision boundary line with contour intervals not greater than two (2) feet, water courses, high water elevation, and date thereof (of parts of platted area that are wet or have been wet, or have been subject to flooding), marshes, rock outcrops and other significant features; all superimposed on at least one print of preliminary plat. United States Geodetic Survey datum NAVD88 shall be used for all topographic mapping.		

2.9	In the case of a subdivision where no new street is involved, the prescribed topographic map requirements shall be left up to the discretion of the City Engineer or the Department of Public Works Director.		
2.11	Existing zoning of proposed subdivision property and existing zoning of adjacent property.		
2.12	Location of any corporate boundary within or adjacent to the proposed plat.		
2.13	Location and identification of any section lines within or adjacent to the proposed subdivision.		

		Included	Not Included
3.0	The following data regarding proposed development design features of the preliminary plat shall be provided:		
3.1	Layout of proposed streets, alleys, pedestrian ways and easements, showing right-of-way widths and proposed names of streets. The name or number of any street similar to or heretofore used in the City of Tioga shall not be permitted unless the proposed street is an extension of an already named street in which event that name or number shall be used. All street names or numbers shall be subject to the approval of the Planning Commission.		
3.2	Layout, numbers and approximate dimensions of lots, square footage area of each lot, and the number or letter of each block.		
3.3	Proposed Public Improvements: Highways or other major improvements planned by public authorities for future construction on or near the tract.		
3.4	Location and size of proposed parks, playgrounds, churches, or school sites or other special uses of land to be considered for dedication to public use, or to be reserved by deed of covenant for the use of all property owners in the subdivision and any conditions of such dedication or reservation.		
3.5	Vicinity sketch, at a scale of one (1) inch equals one thousand (1,000) feet or less for an area one-half (0.5) miles in radius of the tract, to show the relation of the plat to its surroundings.		
3.6	A statement of proposed improvements to be installed by the subdivider.		
3.7	Profiles showing existing ground surface and proposed street grades, including extensions for a reasonable distance beyond the limits of the proposed subdivision; typical cross sections of the proposed grading, roadway and sidewalk.		
3.8	A preliminary stormwater management plan which includes:		
3.8.1	The proposed preliminary grading plan shown at contours as required to clearly indicate the relationship of the proposed changes to existing topography and remaining features;		
3.8.2	A preliminary drainage plan of the developed site delineating the direction and rate stormwater runoff will be conveyed from the site and setting forth the areas of the site where stormwater will be collected; and		
3.8.3	Any other information pertinent to the particular project which, in the opinion of the applicant, is necessary for the preliminary review of the project.		
3.9	For a proposed subdivision plat within or adjacent to the corporate limits, a preliminary utility servicing plan is also required. This preliminary utility servicing plan shall include:		
3.9.1	The location of any existing municipal utilities within or adjacent to the plat; and		
3.9.2	The proposed location of sanitary sewer mains and watermains within the subdivision, how these mains are proposed to connect to the existing utility systems, and any easements on adjacent property required to accommodate connections.		