

**TAZEWELL COUNTY COMMUNITY DEVELOPMENT
PRELIMINARY/FINAL PLAT REVIEW APPLICATION**

OWNER

Name: _____
Address: _____
City: _____
Phone: _____ Fax: _____

DEVELOPER

Name: _____
Address: _____
City: _____
Phone: _____ Fax: _____

ENGINEER/SURVEYOR:

Name: _____
Address: _____
City: _____
Phone: _____ Fax: _____

SUBDIVISION INFORMATION:

Subdivision Name: _____
Total Acres to be Developed: _____ Average Size/Acreage of Lots: _____
Number of Lots - Preliminary Plat: _____ Number of Lots - Final Plat: _____
P.I.N. # _____ Township _____

In order to establish an efficient review process the following information shall be provided at the time of filing the PRELIMINARY PLAT – Complete the following checklist:

- | Present: | Not Present: | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Eight (8) large copies of Preliminary Plat & One (1) reduced copy 8 1/2 x 11 |
| <input type="checkbox"/> | <input type="checkbox"/> | Name of subdivision which does not duplicate any other in the County |
| <input type="checkbox"/> | <input type="checkbox"/> | Legal description, Township, Zoning Classification, total Acreage |
| <input type="checkbox"/> | <input type="checkbox"/> | Owner name and address |
| <input type="checkbox"/> | <input type="checkbox"/> | Certificate of registered professional engineer or surveyor |
| <input type="checkbox"/> | <input type="checkbox"/> | Scale of drawing & North Arrow, Benchmarks |
| <input type="checkbox"/> | <input type="checkbox"/> | Date of survey |
| <input type="checkbox"/> | <input type="checkbox"/> | Numbered lots & Typical Lot size |

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | All existing property lines, section & quarter section lines & existing buildings. |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing streets on and adjacent to the tract: by name, right-of-way width, location, type, width, & elevation of surfacing, curbs, gutters, culverts, and sidewalks. |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing utilities on and adjacent to the tract: location, size, and invert elevation of sanitary sewers, storm sewers, and where existing location and size of water main, location of gas lines, fire hydrants, electric and telephone poles, and street lights: and if any of the above are not available at site, indicate direction and distance to the nearest ones and furnish statement of availability. |
| <input type="checkbox"/> | <input type="checkbox"/> | The type of zoning shall be indicated for surrounding property within 300 foot. |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing grade elevations and all changes proposed thereto: on tract based on USGS datum (United States Geological Survey), showing existing and proposed contours at vertical intervals as follows: <ol style="list-style-type: none"> 1. Slope of 3% or less - one (1) foot interval contour map. 2. Slope of over 3% but less than 6% - two (2) foot interval contour map. 3. Slope of over 6% - five (5) foot interval contour map. |
| <input type="checkbox"/> | <input type="checkbox"/> | A list of all political and service districts such as fire protection, grade and high school, post office, park, library, etc. shall be shown. |
| <input type="checkbox"/> | <input type="checkbox"/> | All special use areas which will be dedicated, such as parks, ponds, preserves and school lots shall be shown. |
| <input type="checkbox"/> | <input type="checkbox"/> | All watercourses with their high and low water boundaries, all Flood Hazard areas and man-made drainage systems such as ditches and tiles, showing locations and outlets shall be shown. |
| <input type="checkbox"/> | <input type="checkbox"/> | Approval by municipality if the proposed subdivision lies within one and one-half miles of municipal boundary |
| <input type="checkbox"/> | <input type="checkbox"/> | Show locations of all existing wells and septic systems within 100 feet of the boundary and the proposed locations of all wells, septic systems and replacement systems when on-site systems are to be used. |
| <input type="checkbox"/> | <input type="checkbox"/> | Show all easements, location, width and purpose. Drainage easements shall be separate and distinct from utility easements and the two shall not be combined. |
| <input type="checkbox"/> | <input type="checkbox"/> | Show 100 year flood base elevations limit lines. |
| <input type="checkbox"/> | <input type="checkbox"/> | Draft of protective covenants. |
| <input type="checkbox"/> | <input type="checkbox"/> | Show lot lines, number and block numbers & Show location of minimum setback lines. |
| <input type="checkbox"/> | <input type="checkbox"/> | Utilities: location, type & approximate size-May be shown on a separate exhibit. |
| <input type="checkbox"/> | <input type="checkbox"/> | COPY OF THE SOIL ANALYSIS AS CONDUCTED BY A SOIL SCIENTIST. THIS ANALYSIS SHALL ALSO BE PROVIDED TO THE HEALTH DEPARTMENT PRIOR TO SUBMITTAL OF THE PRELIMINARY PLAT TO THE COMMUNITY DEVELOPMENT DEPARTMENT |
| <input type="checkbox"/> | <input type="checkbox"/> | Show approximate location of dwellings to be constructed on each lot. |
| <input type="checkbox"/> | <input type="checkbox"/> | Show locations of all vertical closed loop wells. |

OWNER/APPLICANT ACKNOWLEDGEMENT:

The following hereby acknowledges that all the information contained in this application and accompanying documents are true and correct to the best of my knowledge. Further all required documents have been submitted in compliance with the checklist above.

Signature of Applicant

Signature of Owner

Date

Date

FEES: **Preliminary Plat: \$25.00 per lot with a minimum of \$300.00 and maximum fee of \$1,000.00 to be paid at time of filing Preliminary Plat**

Final Plat: \$150.00 plus \$25.00 for each lot and a maximum charge of \$1,000.00 due at the time of submitting the Final Plat

For Office Staff Use:

Preliminary Plat:	Final Plat:
Date Submitted: _____	Date Submitted: _____
Preliminary Fee: _____ (To be paid at the time of submittal)	Final Plat Fee: _____ (To be paid at the time of submittal)