



## PRELIMINARY PLAN APPLICATION CHECKLIST

- Property lines and owners of record of all adjoining parcels including those separated by right of way;
- Street, lot, block layout, existing drainages, property description, proposed easements, proposed drainages, proposed irrigation and utility layout;
- Note indicating standard lot setbacks or easements;
- Street names, block and lot numbering systems;
- Area of each lot;
- Existing contours at 5' intervals unless 10' contours are approved for steep areas;
- Common open space not reserved for public parks, schools & other public buildings or use;
- Name of subdivision (must not duplicate any other in Garfield County)
- Names and addresses of owners, mineral owners, lessees of mineral owners, mortgagee, developer, firm preparing plat, engineer, surveyor, owners of land immediately adjoining area to be platted;
- Total acreage of land and acreage for each use;
- Proposed terms of reservations or dedications of public sites for parks, schools, other public buildings, streets, facilities and use;
- Brief description of proposed covenants;
- Evidence that subdivision will be in conformance with all zoning ordinances of Town;
- Total square feet of non-residential floor space;
- Total number of proposed off-street parking spaces excluding those associated with Single-Family units;
- Reduced photocopies of the preliminary plat, sized at 11" x 17", in a number to be determined by the Community Development Department before the preliminary plan is submitted to the commission or the board for review.

**Vicinity sketch map** at a scale of no less than 1" = 1000'

- Tract lines and names of abutting subdivisions or property owners

- Streets and highways within ¼ mile of project
- Location of all adjacent utility systems within ¼ mile
- Natural drainage courses

**Soils Report**

- Geology
- Soils
- Vegetation

**Grading and Drainage Plan** at same scale of preliminary plat depicting:

- Cut slopes and fill embankments
- Grade relationships
- Street profile
- Drainage study

**Utility plan agreement** –at the same scale as preliminary plat showing line location, gradient and size:

- Water system
- Sewer system
- Underground electric
- Communications lines
- Natural gas lines

**Water Rights Dedication**

- Names and addresses of owners of water rights proposed for dedication;
- Legal description of land to be annexed or provided with municipal water system;
- Total number of acres to be annexed, subdivided, re-platted or provided with municipal water services and the current use of the property;
- Total number of acres presently being irrigated and/or intended to remain in irrigation;
- A copy of all decrees concerning all water rights appurtenant to the property and of all water rights proposed for dedication.
- A copy of any court decree, judgment, order or decision which affects the title or possession of such water rights;
- A copy of the documents by which the owner received title to the water rights appurtenant to the property and/or proposed for dedication;
- A copy of all diversion records for the last six years of the water rights proposed for dedication; and
- The owner's statement as to the historic use of the water rights appurtenant to the property and/or proposed for dedication.

***For Preliminary Plan Requirements, please refer to Silt Municipal Code Sections 16.04.330 through 16.04.390.***