

# BALLARD CITY PRELIMINARY PLAT

## Check List

TO BE COMPLETED BY BOTH THE DEVELOPER AND THE CITY  
**THIS FORM IS NOT CONCLUSIVE**

**Design:** Check each of the following items for compliance with adopted City Standards, Titles, General Plans and Ordinances. This form, when properly completed, shall be included with the preliminary plat of the Subdivision being submitted for review and approval.

**Check:** Check each of the following items for compliance with adopted City Standards, Titles, General Plans and Ordinances. Note deficiencies, by reference number on a separate sheet and attach to this document. Upon completion of review, a completed copy of this document will be provided to the Developer and shall serve as notice to the Developer of approval, approval with conditions, or rejection of this preliminary plat as submitted.

Design	Check	Description
_____	_____	1. Two (2) 24"x 36" and one 8.5" x 11" copies of the preliminary subdivision plat shall be submitted to the planning department. Following planning commission action one (1) CD disk of the preliminary plat in pdf format
_____	_____	2. List of the names of all adjacent property owners with their most current mailing address
<b>SUBDIVISION PLAT DETAILS:</b>		
_____	_____	3. Plat drawn to scale of not less than 1"=100'
_____	_____	4. North Arrow
_____	_____	5. Plat drawn with the top of the sheet being either north or east
_____	_____	6. Names and addresses of the owner, subdivider if other than the owner, and engineer or designer of the subdivision and show Title of Land or agreement to buy
_____	_____	7. Location of subdivision including the address and the section, township and range.
_____	_____	8. All lines, dimensions and markings in waterproof black ink. (No adhesive labels)
_____	_____	9. Requested name for the subdivision
_____	_____	10. Date of preparation

**EXISTING CONDITIONS:**

- \_\_\_\_\_      \_\_\_\_\_      12.      Location of the nearest legal monument
- \_\_\_\_\_      \_\_\_\_\_      13.      The boundary of the proposed subdivision and acreage included.
- \_\_\_\_\_      \_\_\_\_\_      14.      Depiction of all property under the control of the subdivider, even though only a portion may be considered for development
- \_\_\_\_\_      \_\_\_\_\_      15.      Location, width and names of all existing streets within two hundred feet (200') of the subdivision.
- \_\_\_\_\_      \_\_\_\_\_      16.      Location of all public ways, railroad and utility rights of way, parks, and other public spaces, permanent buildings and structures, and houses or permanent easements
- \_\_\_\_\_      \_\_\_\_\_      17.      Location of Section and corporation lines
- \_\_\_\_\_      \_\_\_\_\_      18.      Location of all wells, proposed, active and abandoned, and of all reservoirs within the tract and to a distance of at least one hundred feet (100') beyond the tract boundaries
- \_\_\_\_\_      \_\_\_\_\_      19.      Existing sewers, water mains, irrigation lines, culverts or other underground facilities within the tract and to a distance of at least one hundred (100') beyond the tract boundaries, indicating pipe sizes, grades, manholes and exact location
- \_\_\_\_\_      \_\_\_\_\_      20.      Existing ditches, canals, natural; drainage channels and open waterways and proposed realignments
- \_\_\_\_\_      \_\_\_\_\_      21.      Boundary lines of adjacent tracts of unsubdivided land, showing ownership where possible
- \_\_\_\_\_      \_\_\_\_\_      22.      Contour lines at vertical intervals of not more than two feet (2') excepting in mountainous or otherwise steep areas where a more practical interval would be warranted
- \_\_\_\_\_      \_\_\_\_\_      23.      Where applicable, location of the 100-year floodplain as determined by the federal emergency management agency FEMA

**PROPOSED PLAN**

- \_\_\_\_\_      \_\_\_\_\_      24.      The layout of streets (designated by actual or proposed names and numbers), showing location, widths and other dimensions of proposed streets and alleys
- \_\_\_\_\_      \_\_\_\_\_      25.      Layout, numbers, and typical dimensions of lots

- \_\_\_\_\_      \_\_\_\_\_      26.      Parcels of land intended to be dedicated or temporarily reserved for public use or set aside for use of property owners in subdivision
- \_\_\_\_\_      \_\_\_\_\_      27.      Building setback line
- \_\_\_\_\_      \_\_\_\_\_      28.      Proposed easements for water, sewers, drainage, utility lines and other purposes
- \_\_\_\_\_      \_\_\_\_\_      29.      Typical street cross sections and preliminary street grades if required
- \_\_\_\_\_      \_\_\_\_\_      30.      Tentative plan to accommodate storm water
- \_\_\_\_\_      \_\_\_\_\_      33.      An adequate traffic report prepared by a qualified traffic engineer when required by the planning commission
- \_\_\_\_\_      \_\_\_\_\_      34.      Where necessary, copies of any agreements with adjacent property owners relevant to the proposed subdivision and a water study if required

**Prepared By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed By:** \_\_\_\_\_ **Date:** \_\_\_\_\_