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| --- | --- | --- | --- |
| Seal | | | |
| **PRELIMINARY PLAT CHECKLIST (ACC 8-6)** | | | |
| A preliminary plat (subdivision) is a **hearing level** application, and requires two (2) public hearings. | | | |
| **GENERAL INFORMATION:** | | | |
| **Applicant:** | **DESCRIPTION** | | **Staff:** |
|  | **PRELIMINARTY PLAT INTAKE MEETING DATE:** | |  |
|  | **MASTER APPLICATION FORM** | |  |
|  | **DETAILED LETTER** by the applicant fully describing the project and addressing the following: | |  |
|  | Proposed Use(s) |
|  | Total number of dwellings: |
|  | Proposed Dwelling units per acre: |
|  | Zero lot line setbacks proposed: YES NO |
|  | Water Provider: |
|  | Method of Sewage Disposal: |
|  | **PRELIMINARY PLAT**: (ACC 8-6-4-2) Two (2) full-sized, scaled plot plans, showing all existing and proposed easements, property lines, and structures drawn to scale, including one copy reduced to 8 ½” x 11” to include the following: | |  |
|  | Scale of not more than 100’ to inch (or written approval from the Director) |
|  | Limits extending 300’ beyond the boundaries of the proposed development |
|  | Subdivision boundary based on actual field survey, stamped by a licensed professional land surveyor |
|  | Name of owner |
|  | Name of person or firm responsible for the drawing |
|  | Name of the proposed subdivision |
|  | Date, graphic scale, true north arrow, vicinity map, section, township, and range |
|  | Ties to all controlling corners |
|  | Names of neighboring subdivision, according to the Assessor’s file |
|  | Names and boundaries of owners of neighboring properties (Assessor’s files) |
|  | Name, location, width, direction of slope, centerline and right of way of all existing and proposed public streets and private roads |
|  | Proposed off-site improvements pertaining to streets, water supply, sanitary sewer systems, storm water systems, fire protection facilities, and proposed utilities |
|  | Street sections and pathway sections |
|  | Lot layout with lot and block numbers, lot dimensions, and lot area in sq.ft. |
|  | Graphically depict the minimum setbacks (describe in legend) |
|  | Identify zero lot line properties |
|  | Standard Subdivision: Table with number of lots and acreage for residential, commercial, industrial, Common (Landscape, utility, or other), Open Space lots and the total of all |
|  | **NATURAL FEATURES ANALYSIS** (ACC 8-4E-4D)must include the following: | |  |
|  | Hydrology (Visit [www.fws.gov/wetlands/data/mapper.html](file:///\\countyb\dfsshare\DEVELOPMENT%20SERVICES\Planning\Ks%20Desktop%20Docs\Proposed%20APPLICATION%20TEMPLATES\www.fws.gov\wetlands\data\mapper.html)) |
|  | Soils (Visit [www.nrcs.usda.gov](http://www.nrcs.usda.gov)) |
|  | Topography |
|  | Vegetation |
|  | Sensitive Plant & Wildlife Species (Provide Letter from **Idaho Dept. of Fish & Game**) |
|  | Historic Resources |
|  | Hazardous Areas |
|  | Impact on Natural Features |
|  | **SUBDIVISION NAME APPROVAL** – from Ada County Surveyor | |  |
|  | **PROPOSED STREET NAME** (Must comply with ACC 2-1) | |  |
|  | Contact Ada County Street Name Specialist (Assessor’s Office) |
|  | **IRRIGATION PLAN** – as required per Idaho Statute 31-3805 | |  |
|  | **PHASING PLAN:** *- if applicable (*Provide one (1) full size copy and one(1) electronic copy that includes timeline of phasing) | |  |
|  | **OPEN SPACE MANAGEMENT PLAN** | |  |
|  | **DRAFT RESTRICTIVE COVENANTS** – if proposed | |  |
|  | **PLANNED UNIT DEVELOPMENT** (ACC 8-3D) | |  |
|  | Property must be within an Area of City Impact |
|  | Property size is a minimum of five (5) acres: YES NO |
|  | Density bonus requested: YES NO EXPLAIN |
|  | Deviation of Dimensional Standards requested: YES NO |
|  | Public Amenity Proposed: YES NO EXPLAIN |
|  | Does the proposal include a mix of uses that are not allowed as principally permitted or conditional uses in the same base district: YES NO |
|  | Commercial Uses: YES NO |
|  | Industrial Uses: YES NO |
|  | Percentage of Open Space Proposed: |
|  | Dedicated open space shall abut any lots that have been reduced below the minimum property size and shall abut multi-family development |
|  | **PLANNED COMMUNITIES:** | |  |
|  | Digital Version of Planned Community Subdivision |
|  | Project Data Tables (see PC application manual) |
|  | Color keyed full sized copy of preliminary plat displaying land use districts |
|  | Landscape Plan |
|  | Urban Public Services Description |
|  | Urban Public Services Construction Verification |
|  | Urban Public Services Operation & Maintenance Verification |
|  | Water Supply Verification & Description |
|  | Open Space Description |
|  | Community Center and/or Recreation Center Description (*if applicable*) |
|  | Transportation (*if applicable*) |
|  | **METES & BOUNDS LEGAL DESCRIPTION**. One (1) paper copy & One (1) Electronic Microsoft Word Document | |  |
|  | **PRE-APPLICATION CONFERENCE NOTES** | |  |
|  | **NEIGHBORHOOD MEETING CERTIFICATION** | |  |
|  | **MUST COMPLY WITH SIGN POSTING REGULATIONS** (ACC 8-7A-5) | |  |
|  | | | |
| **Additional Application Requirements,** *if applicable:* | | | |
|  | **FLOOD HAZARD** (ACC 8-3F) | |  |
|  | Evacuation plan filed with the Ada City-County Emergency Management Office:  YES NO (- *Can be a condition of approval*) |
|  | Flood Zone: YES NO Floodway: YES NO |
|  | Hillside Tributary Floodway: YES NO |
|  | **WILDLAND-URBAN FIRE INTERFACE** (ACC 8-3B) | |  |
|  | Fire Protection Plan (prepared by licensed fire professional engineer) |
|  | | | |
|  | APPLICATION FEES: **$1,209** ($1,200+ $9 GIS Fee) **+ $20/lot** (for preliminary plats that include more than 35 lots) **+ Engineering Review Fee** (chose one):  **$110** - *4 or fewer lots*  **$335** – *5-50 lots*  **$550** – *greater than 50 lots*  ***NOTE****: Building, Engineering, and Surveying applications and fees may be required and are* ***separate*** *from Planning & Zoning Applications and Fees.* | |  |
| Supplementary information at the discretion of the Director or County Engineer may be required to sufficiently detail the proposed development within any special development area, including but not limited to hillside, planned unit development, floodplain, southwest, WUFI, Boise River Greenway, airport influence, and/or hazardous or unique areas of development.  Application will not be accepted unless all applicable items on the form are submitted. This application shall not be considered complete until staff has received all required information. | | | |