

CITY OF HEATH - PRELIMINARY PLAT CHECKLIST

SUBDIVISION: _____

REQUIREMENTS ACCORDING TO THE SUBDIVISION CODE, Chapter 13.

MONTHLY MEETING SCHEDULE:	City Council	1 st and 3 rd Tuesday
	Planning & Zoning Commission	2 nd Tuesday
	Park Board	4 th Tuesday

REQUIREMENT	COMPLETED
1. Application/Checklist submitted with drawing (8 copies) 14 days prior to P&Z meeting	
2. Drawings submitted on 24x36 inch paper on a scale of 1 inch equals 100 feet	
3. Prelim Platting Fees paid per the Fee Schedule	
4. Preliminary Plat contains (13-1-6):	
A. Location map	
B. Names of owner and engineer, land planner or surveyor	
C. Identification (proposed name of the subdivision)	
D. Names of adjacent subdivisions and/or property owners	
E. Boundary lines, width, and location of existing streets w/in or adjacent to site	
F. Physical features of the property, inc location and size of water and sewer mains	
G. Contours shown at 2 foot intervals and acreage of the property to be indicated	
H. Location and width of proposed streets, lots, easements and other features, etc.	
I. North point, scale and date	
J. Boundary line of tract to be submitted	
K. Names of proposed streets	
L. Layout, number and dimensions of proposed lots or tracts and square feet of each	
M. All parcels intended to be dedicated to public use and the acreage	
N. All parcels intended to be reserved for common use of owners and acreage	
O. Any and all arrangement of lots, building lines, or streets proposed	
5. Profiles and cross sections <i>may</i> be required	
6. Designation of all proposed land uses within subdivision including acreage, such as:	
a. classified type of residential use by zoning ordinance	
b. location of retail classification of industrial sites by zoning ordinance	
c. sites for churches, schools or other special uses	
7. Dedication of all park land or cash in lieu of land per Park Land Dedication Ordinance	
8. Preliminary Plat for non-residential property to be accompanied by a Treescape Plan:	
A. Location of all existing/proposed structures as shown on the grading plan	
B. All improvements properly dimensioned and referenced to property lines	
C. Setback and yard requirements	
D. Existing and proposed site elevations and grades	
E. Location of existing/proposed utilities and easements	
F. Name, address, lot/block, subdivision name, address/phone of plan preparer	
9. Certificates (see Code for specific format and wording)	
10. Subdividers statement (see Code for specific language)	

OTHER REMARKS: