



SUBDIVISION SUBMITTAL CHECKLIST – PART II (DEFERRED FILINGS)

SUBDIVISION NAME: _____

SUBDIVIDER: _____

ENGINEERING/SURVEYING FIRM: _____

DATE: _____

Items marked with (*) may be submitted for review without signature but must include proper signature prior to final approval and recording of subdivision plat.

- 1. One (1) copy of the Subdivision Review Checklist - Part II, completely filled out, and signed by the Professional Engineer (DPW122) yes no
- 2. A digital file of the entire set of construction plans in dwf or dwg format and pdf files for all documents submitted for review. yes no
- 3. One (1) paper set (24"x36") of the construction plans or one (1) paper set (24"x36") of the utility service plan(s). yes no
- 4. Two (2) sets of Park Improvement Plans where less than 8% park dedication is made. yes no n/a
- * 5. One (1) copy of Subdivision Improvements Agreement with Exhibits "A" and "B" (DPW101). yes no
- 6. Does the Exhibit "B" include undergrounding of overhead electric lines? yes no n/a
- * 7. Addendum to the Subdivision Improvements Agreements for phasing (DPW103). yes no n/a
- * 8. Addendum to the Subdivision Improvements Agreements for detention pond maintenance (DPW104). yes no n/a
- * 9. Addendum to the Subdivision Improvements Agreements for special conditions (DPW102). yes no n/a
- 10. A digital file of the Final Drainage Report with drainage checklist and erosion and sediment control checklist stamped and signed by P.E. yes no
- 11. If Part II (deferred filings) are NOT submitted at the same time as Part I, provide (1) CD with an updated .dwg of the entire project. yes no
- * 12. Offsite easements on City forms (DPW110 or 111) for sanitary sewer, drainage, or ingress/egress. yes no n/a
- * 13. Declaration of Covenants on City approved form addressing maintenance of drainage facilities. yes no n/a
- 14. Soils report with "R" values when pavement design is required. yes no n/a
- * 15. Cash in lieu of park dedication. (This item must be provided prior to final approval and recordation of subdivision plat.) yes no n/a
- 16. Parks less than 5 acres, copy of minutes from Board of Water Works meeting agreeing to provide free water. yes no n/a

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- * 17. Escrow for 8% park, where park is located elsewhere on approved master plan. yes no n/a
(Escrow deposit with approved escrow agreement must be in place prior to final approval and recordation of subdivision plat)
- 18. Current title commitment (dated no earlier than 30 days prior to submittal of deferred filing). yes no
- * 19. Copy of CDOT access permit application signed by owner/subdivider yes no n/a
(CDOT approved access permit must be provided prior to final approval and recordation of subdivision plat)
- * 20. Ratification of Plat (DPW107), if required. yes no n/a
- * 21. Addendum (DPW112), if Homeowner's Association will be established. yes no n/a
- * 22. Addendum to Subdivision Improvements Agreement (per lot fee) (DPW125) yes no n/a
- 23. Properties that abut State Highways require CDOT approval letter of Drainage Report and Traffic Report. yes no n/a

Comments: _____

Submittal accepted by: _____ Date: _____

Submittal rejected by: _____ Date: _____