

City of Garden City Subdivision Checklist

Preliminary Plan



The following items are required for a complete submittal by identifying the sheet number (**do not use check marks**) and note number, if applicable. For information that does not apply, indicate as such as 'NA.'

		Sheet	Note #
GENERAL INFORMATION			
1	Name of project and name of owner of the property		
2	Names of project planner and developer and contact information		
3	North arrow		
4	Date, including all revision dates		
5	General location map		
6	Total area and development area in acres		
7	Zoning District and any zoning variances or conditions		
8	The name of the subdivision or property owners adjoining the property		
9	All exhibits shall be prepared by a registered civil engineer and shall contain the seal of such engineer along with a statement that the plat meets the provisions and standards of chapter 38, pertaining to flood damage prevention.		
EXISTING FEATURES			
10	The bearings and distances of the boundary lines of the property to be subdivided.		
11	The location of any streams, natural drainageways and other waterways which exist on the property, including wetlands.		
12	The limits of the 100-year flood, where applicable.		
13	The distance and direction to public water lines and sanitary sewer lines.		
14	The name, location and right-of-way width of existing streets either on the property or on land adjoining the property.		
15	Existing contours of the property in solid lines and at one-foot intervals, based on mean sea level datum.		
16	The location of railroads, of public or private rights-of-way or easements and of parks or other public spaces either on the property or adjoining the property.		
PROPOSED DESIGN FEATURES			
17	The location, purpose and width of any proposed drainage or utility easements.		
18	Lot lines and lot line dimensions, and proposed lot numbers.		

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19	The location and specifications for proposed streets and lanes, including right-of-way lines, proposed paving, proposed finished grades and proposed pavement width, if any, profiles and typical cross sections of such streets, and such other information as shall be required to show compliance with the design specifications established by this chapter for streets.		
20	Proposed street names.		
21	Proposed final contours in dashed lines at one-foot intervals, based on mean sea level datum.		
22	Proposed building lines.		
23	Proposed crosswalks.		
24	The location of proposed monuments.		
25	The expected limits of the 100-year flood, where appropriate.		
ADDITIONAL REQUIREMENTS			
26	A statement to describe the method by which storm sewers, sanitary sewers and water facilities will be provided. If septic tanks or individual waste disposal systems are to be used in a subdivision, then percolation tests shall be made in accordance with county health department requirements, and the results of such tests, together with a contour map showing the site of each test hole, shall accompany the preliminary map.		
27	Grading and drainage plans		
28	When the preliminary plan includes only a part of the tract, a tentative street plan shall be submitted for all of the tract.		
29	All applications shall be accompanied by an indemnification agreement prepared by the city and executed by the developer		