



**CHECKLIST FOR PRELIMINARY REVIEW
SUBDIVISIONS, CONDOMINIUM DEVELOPMENTS,
AND LESS THAN 1 ACRE LAND DIVISION**

Review Date(s) _____ Submittal Date _____

Name of Proposed Development _____

Road/Street _____ Township _____

County _____ Subdivision _____ Condominium _____ < 1 Acre Land Division _____

	YES	NO	N/A
I. Owner or representative submitted 3 preliminary plat drawings or condominium subdivision plans	_____	_____	
II. Subdivision and Condominium Site Report (EQP1755) required for subdivisions and condominiums	_____	_____	
III. Preliminary plat drawing/condominium subdivision plan shows or includes:			
A. Location of All Soil Evaluations	_____	_____	_____
B. Contours			
1. Existing and proposed 5-foot contour intervals	_____	_____	_____
2. Where groundwater is within 6 feet, 2-foot contour intervals shown?	_____	_____	_____
3. For waterfront property, 2-foot contour intervals shown?	_____	_____	_____
4. Contour intervals, if differing from above _____	_____	_____	_____
5. Lot size/unit boundary more than 1 acre?	_____	_____	_____
C. Cutting and Filling			
1. Is extensive cutting or filling of land proposed?	_____	_____	_____
2. If yes, is this shown on the plan?	_____	_____	_____
3. If yes, is the type of fill to be used shown?	_____	_____	_____
D. Physical Features - Existing or Proposed			
1. River(s), Stream(s), Creeks(s)	_____	_____	_____
2. Lake(s)	_____	_____	_____
3. County Drain(s)	_____	_____	_____
4. Other Subsurface Drains	_____	_____	_____
5. Lagoon(s)	_____	_____	_____
6. Bay(s), Slip(s), Waterways, and/or Canal	_____	_____	_____
7. Artificial Impoundment(s)	_____	_____	_____
E. Floodplain			
1. Established 100-year floodplain area and elevation, if applicable	_____	_____	_____
2. Normal high-water level, if waterfront property	_____	_____	_____

III. Preliminary plat drawing/condominium subdivision plan shows or includes (continued)

	YES	NO	N/A
F. Location of Existing Facilities and Structures			
1. Buildings	_____	_____	_____
2. Sewage Systems	_____	_____	_____
3. High-tension Towers and/or Lines	_____	_____	_____
4. Utility Easements	_____	_____	_____
5. Excavations	_____	_____	_____
6. Bridges	_____	_____	_____
7. Culverts	_____	_____	_____
8. Gas Wells, Oil Wells, and/or Injection Wells,	_____	_____	_____
9. Water Wells - includes Test Wells	_____	_____	_____
10. Underground Storage Tanks	_____	_____	_____
11. Drainage Easements	_____	_____	_____
12. Other, explain _____	_____	_____	_____
G. Building Setback Lines			
1. Road(s)	_____	_____	_____
2. Waterfront	_____	_____	_____
3. Lot Lines/Unit Boundaries, if established or proposed	_____	_____	_____
H. Proposed Water Well Locations, if required	_____	_____	_____
IV. Proposed Sewage Soil Absorption Areas shown, if required	_____	_____	_____
V. Proposed Single Family House Location shown	_____	_____	_____
VI. Limited Common Element and General Common Element (for Condominium Subdivisions) shown?	_____	_____	_____
VII. Copy of Soil Profile Evaluations as per Rule 420			
A. By a credentialed person demonstrating competence such as engineer, surveyor, geologist, sanitarian, soil scientist	_____	_____	_____
B. Soil horizon depths, texture, structure, mottling	_____	_____	_____
C. Depth-to-high groundwater elevation or bedrock	_____	_____	_____
VIII. Copy of Existing Water Well Records or Test Well Logs	_____	_____	_____
IX. Yield or Performance Testing, if applicable	_____	_____	_____
X. Water Quality Sample Results	_____	_____	_____
XI. Engineer or Surveyor Seal on the Plans	_____	_____	_____

Comments _____
