



**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 _____

This checklist is intended to aid the review of submittals in accordance with the [On-site Water Supply and Sewage Disposal Rules for Land Divisions and Subdivisions](#) and does not cover every proposed situation.

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