



CITY OF BEL AIRE SUBMITTAL CHECKLIST

PRELIMINARY PLAT

THIS FORM SHOULD BE USED BY THE DEVELOPER AS A GUIDE TO PREPARE AN APPLICATION

	15 COPIES 24"X32" SCALE 1" TO 100' 100 ACRES 1" TO 200', PDF AND CAD COPIES, APPLICATION FORM		
CODE	APPLICATION REQUIREMENTS	PROVIDED (YES) (NO) (N/A)	DATE IF DIFFERENT
FEE \$200+\$5 LOT+ ENGINEERING			PLANNER AGREE

5.23A	DATA USED IN THE PREPARATION TO INCLUDE:			
1	NORTH ARROW, SCALE, DATE OF PREPARATION			
2	LEGAL DESCRIPTION, BOUNDARY LINES OF THE TRACT WITH APPROXIMATE DIMENSIONS			
3	VICINITY MAP, DRAWN TO SCALE OF 1" EQUAL TO 2,000'			
4	LOCATION, ELEVATION, AND DESCRIPTION OF THE BENCH MARK CONTROLLING THE VERTICAL SURVEY			
5	STATEMENT CLEARLY IDENTIFYING THE DOCUMENT AS A PRELIMINARY PLAT			
6	NAME AND ADDRESS OF THE LANDOWNER, ARCHITECT, PLANNER, ENGINEER, SURVEYOR OR OTHER INVOLVED IN PREPARATION OF THE PLAT			
5.23 B	EXISTING USES, ACTIVITIES AND INFLUENCES ON THE SITE AND ADJACENT PROPERTIES, WITHIN 400'			
1	NAMES OF ADJACENT SUB-DIVISIONS, LANDOWNERS OF UNPLATTED LAND			
2	EXISTING STREETS, (INCLUDE NAMES), RIGHT-OF-WAYS, SIDEWALKS, MUNICIPAL BOUNDARIES, SECTION LINES, RAILROAD, EASEMENTS			
3	ALL PLATTED OR EXISTING STREETS AND PROPERTY LINES			
4	CONTOUR LINES 2' SLOPES< 10%; 5'>10% ; SPOT ELEVATIONS FOR FLAT GROUND. DATE AND SOURCE OF SURVEY			
5	DESCRIPTION OF ANY EXISTING STREETS WHICH ABUT, TOUCH OR EXTEND THROUGH-TYPE, SURFACE, WIDTH, ROW WIDTH, BRIDGE AND CULVERT DETAIL			
6	LOCATION OF THE 1% CHANCE FLOODPLAIN AND ALL WATERCOURSES			
7	NATURAL FEATURES SUCH AS ROCK OUTCROPPINGS, LAKES WOODED AREAS, PRESERVABLE TREES			
8	ZONING CLASSIFICATIONS FOR TRACT AND ADJACENT TRACTS			
9	PROPOSED ADDITION OR DELETIONS IMPACTING THE FLOODPLAIN, WATERCOURSES, AND OR DRAINAGE			
5.23 C	PROPOSED SUBDIVISION OF THE TRACT INCLUDING:			
1	NAME OF THE SUBDIVISION SHALL NOT DUPLICATE OR CLOSELY RESEMBLE THOSE IN SEDGWICK COUNTY			
2	APPROXIMATE THE GRADIENTS OF THE PROPOSED STREETS WITHIN THE PLAT			
3	EASEMENTS SHOWING WIDTH AND PURPOSE			
4	PROPOSED ZONING SETBACK LINES			
5	LOT DIMENSIONS, MINIMUM LOT SIZES, AND PROPOSED LOT AND BLOCK NUMBERS, SETBACK LINES			
6	UTILITIES-TYPE, LOCATION, LAYOUT.			
5.23 D	THE FOLLOWING ITEMS TO BE SUBMITTED IN SUPPORT OF AN APPLICATION:			
1	ALL STUDIES REQUIRED BY THE CITY; DRAINAGE, TRAFFIC, OTHER			
2	ASSURANCES OF ADEQUATE PUBLIC FACILITIES			
3	A MASTER SCREENING/FENCE PLAN FOR COMMERCIAL/ RESIDENTIAL			