

Submittal Checklist: *Subdivision Plat (PDP)*

The following information is required to be submitted with all applications, unless waived by staff. Any item waived must be dated and initialed by a planner with the City of Fort Collins Planning & Zoning Department.

- Application form, filing fee (**plus .75 cents for each APO label**), and sign posting fee.
- Transportation Development Review Fee – please contact Engineering at 221-6605 for information.**
- Three (3) lists of names and addresses of all owners of record of real property within at least 800' of property lines for the parcel of land for which the project is proposed, exclusive of public right-of-way. Two (2) lists typed on mailing labels (33 names per sheet) and the other list on a reproducible copy of those labels.
- Subdivision Plat (**23 copies 24" x 36" – folded**).
- Soils Report (**2 copies**).
- Drainage Report (**4 copies**).
- Transportation Impact Analysis (TIA) (**6 copies**).
- Utility Plans (existing and proposed utility systems) (**13 copies 24" x 36" – unfolded**).
- Requirements for utility plans checklist (**1 copy**).
- Street cross section schematics (if not included in utility plans) (**8 copies – folded**).
- Other information Director may require: