Planner's Name:	**SUBMITTAL CHECKLIST**	Date:
	REZONE - PRELIMINARY PLAN	Expiration Date: 6 months from above date
Location:	Project Name:	

Date Received: _____

Receipt #: _____

File #: _____

ITEMS	DISTRIBUTION																																				
DESCRIPTION & SSID REFERENCE	● City Community Development	● City Development Engineer	O City Utility Engineer	● City Surveyor	● City Parks/Recreation	● City Attorney	● City Fire Dept / Clifton Fire Dept	O City Transportation Engineer	O City Downtown Dev. Authority	● City Addressing	● City G.J. Planning Commission	● City Council	O County Planning	O Persigo WWT	O Walker Field Airport	O School District (if higher density)	O Qwest	O Xcel	O GVP	O Cable	O Water District	O Sewer District	O Drainage District	O Irrigation District	O CDOT	O RTPO	O Corps of Engineers	O Urban Trails	O Colorado Geological Survey	O Building Dept.	O County Public Works	O Other	Total required
Application Fee(s)	1																																				
● Development Application Form* II-1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● Submittal Checklist* III-1, #5	1																																				
● Review Agency Comment Sheet* III-1, #6	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● Ownership Statement* IV-3, #14	1			1		1																															
● Location Map V-12	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● General Project Report VI-4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
O Site Plan V-22	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
O 11" X 17" Reduction of Site Plan V-22	1										1	1																									
O Site Analysis V-21	1	1									1	1																									
● Preliminary Composite Plan V-16	1	1	1	1			1										1	1	1	1	1	1	1	1													
● Subdivision Plan, Preliminary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● Legal Description IV-4, #15	1			1		1																															
O CDOT Access Permit IV-5, B. 2.	1	1																							1												
O Traffic Impact Study VI-11	1	1						1																	1	1											
O Drainage & Irrigation Checksheet*	1																						1	1													
● Preliminary Drainage Report VI-7	1	1																					1						1								
O Transaction Screen Process VI-12	1	1																																			
● Preliminary Geotechnical Report (fee and form* required)	1	1																											1								
O Preliminary Landscape Plan V-17	1	1																												1							
O Fire Flow Form*	1	1					1																														
● Improvement Survey V-33	1	1		1																																	

SAMPLE

Notes: * An asterisk in the item description column indicates that a form is supplied by the City and available on the City website.