Planner's Name:	**SUBMITTAL CHECKLIST**	Date:
	SITE PLAN REVIEW - MINOR	Expiration Date: 6 months from above date

Location: Project Name:

Date Received: _____

Receipt #: _____

File #: _____

DESCRIPTION & SSID REFERENCE	● City Community Development	● City Development Engineer	O City Utility Engineer	O City Surveyor	O City Parks/Recreation	O City Attorney	O City Sanitation	● City Fire Dept / Clifton Fire Dept	O City Police Department	● City Code Enforcement	● Building Dept	O Persigo WWT	O Qwest	O Xcel	O GVP	O Water District	O Sewer District	O RTPO	O Urban Trails	O DDA	O Other	Total required
Application Fee(s)																						
● 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	
● 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	
● Ownership Statement*	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	
● Planning Clearance* IV-4, #18	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	
● 11" X 17" Site Sketch Plan (or larger) V-24	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
O Site Data Table (sq. ft. of various uses) IV-4, #23	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
O Sign Plan/Sign Package IV-4, #22	1									1												
O Fire Flow Form*	1	1						1														
O Floor Plan	1	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.