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DEC 23 2021

SUBDIVISION APPLICATION CRITERIA

CITY OF DUPONT

**24.03.030 Application submittal.**

*Whenever it is possible to subdivide land into five or more lots, tracts, sites or divisions, the applicant shall file with the Department one 8-1/2-inch by 11-inch clear plastic reduction and seven legible paper copies of the preliminary plat map. Preliminary plat maps shall be at one inch equals 50 feet scale, drawn on 24-inch by 36-inch sheets, and include or be accompanied by the following:*

**Response:** For this large of a site, 50 scale is not practical. We have shown the preliminary plat drawing and associated attachments at the appropriate scale for readability and easier review for the City.

- (a) *A completed general application form and environmental checklist, which can be obtained from the Department.*

**Response:** This has been completed and included within this submittal

- (b) *The filing fee set by separate ordinance. Said fee shall be paid at time of filing.*

**Response:** This has been completed and provided under separate cover

- (c) *Names and addresses of all property owners within 300 feet of the subject property, available from the county assessor's office.*

**Response:** This has been completed and included within this submittal

- (d) *Two sets of prestamped envelopes addressed to all property owners within 300 feet of the subject property.*

**Response:** This has been completed and included within this submittal

- (e) *A vicinity map extending at least 800 feet in each direction from the proposed subdivision, or further if necessary to assist in locating the subdivision. The vicinity map shall be drawn to a scale of one inch equals 800 feet. The vicinity map shall show the following:*

**Response:** A vicinity map has been included within this submittal

- (1) *Street layout in the subdivision;*

**Response:** This has been shown on the vicinity map

- (2) *Existing and tentatively approved street layout within 200 feet of the subdivision;*

**Response:** This has been shown on the vicinity map

- (3) *Zoning designations within, and adjacent to, the subdivision;*

**Response:** This has been shown on the vicinity map

(4) *All property lines within 200 feet of the subdivision;*

**Response:** This has been shown on the vicinity map

(5) *Streams or watercourses, and public facilities such as schools and parks;*

**Response:** This has been shown on the vicinity map

(6) *All 100-year floodplain and designated shoreline boundaries in, and within 200 feet of, the proposed subdivision;*

**Response:** This has been shown on the vicinity map

(7) *Any other pertinent information that will assist in locating the proposed subdivision.*

**Response:** This has been shown on the vicinity map

(f) *A title block in the lower right corner of the preliminary plat map, showing:*

**Response:** For readability, the title block is upper right

(1) *The proposed name of the subdivision;*

**Response:** The proposed subdivision name has been shown on the top & upper right of the drawing

(2) *The scale of the drawing;*

**Response:** The scale of drawing is shown near the north arrow and along the right border of each sheet

(3) *The date of the drawing;*

**Response:** The date of drawing is shown along the right border of each sheet

(4) *The name and address of the engineer, surveyor or other individual responsible for laying out the subdivision.*

**Response:** The names and addresses of the Engineer and Surveyor have been shown on sheet 1

(g) *A detailed plan of the proposed subdivision drawn to the scale of one inch equals 50 feet or larger, with the provision that for subdivisions of 50 acres or more the Director may authorize a smaller scale when an entire subdivision cannot be shown on a single sheet. The detailed plan shall clearly show the following information:*

**Response:** For this large of a site, 50 scale is not practical. We have shown the preliminary plat drawing at the appropriate scale to keep the number of drawings manageable. In addition, in order to ensure readability of the plans and ease of review by the City, portions of the requested information have been shown on a range of documents. This has been noted in the responses.

(1) *North arrow;*

**Response:** The north arrow has been shown on each sheet

(2) *The location, names and right-of-way widths of all existing and proposed streets and driveways within 250 feet of the boundaries of the proposed subdivision;*

**Response:** The locations, names & widths of existing streets shown on sheets 1 & 2, the width of the proposed street is shown on sheets 1 & 2. *Road names have not been determined but we anticipate this will be completed in conjunction with the City during the subdivision process.*

(3) *The location, names and right-of-way widths of all proposed streets and their proposed paved width;*

**Response:** The location & right of way widths of the proposed street are shown on sheets 1 & 2. *Road names have not been determined but we anticipate this will be completed in conjunction with the City during the subdivision process. Pavement widths have been shown on the preliminary civil plans, sheet 56.*

(4) *Lot layout with lot line dimensions, the area in the square feet contained in each lot;*

**Response:** Overall full project site with dimensions and areas in square feet are shown on sheet 1 of the preliminary plat map, and details of Lots 2-6 with dimensions and areas in square feet are shown on sheet 2 of the plat map.

(5) *The location and use of all existing buildings within the proposed subdivision, indicating which buildings are to remain and which are to be removed;*

**Response:** Note #10 on sheet 1 of the preliminary plat map indicates that there are no existing structures on site

(6) *The use and approximate location of all buildings within 150 feet of the boundaries of the proposed subdivision;*

**Response:** The locations of structures surrounding the site have been shown where information is readily available.

(7) *The location, size and use of all contemplated and existing public areas within the proposed subdivision, and a description of the adaptability of the area for uses contemplated;*

**Response:** The project does not encompass any existing public areas and is not proposing any new public areas.

(8) *The location, size and kind of public utilities in and adjacent to the proposed subdivision, indicating those utilities which will provide service to the proposed development and their planned location within the subdivision;*

**Response:** The location, size and kind of public utilities that will be used to service the site have been shown on the preliminary civil plans that have been included within this submittal.

- (9) *Location and disposition of any wells, creeks, drainage courses, drainageways, septic tanks, drainfields, 100-year floodplain boundaries and easements in or within 200 feet of the proposed subdivision;*

**Response:** The floodplain areas are shown on sheet 1 of the preliminary plat map. Additional relevant information has been provided on the ALTA survey.

- (10) *Topography and two-foot contours certified by the engineer or surveyor within the proposed subdivision; or, as an alternative in the case of a partition of one acre or less, elevations at each existing and proposed property corner;*

**Response:** A stamped survey exhibit has been provided within this submittal.

- (11) *Topography and at least 10-foot contours outside, but within 200 feet of, the proposed subdivision. The base for such information shall be the National Geodetic Survey (U.S.G.S.), or other survey approved by the Director;*

**Response:** A stamped survey exhibit has been provided within this submittal.

- (12) *The location of all Landmark Class trees and Oak Mapping Management Units as defined in the DuPont Zoning Code within the proposed subdivision, and for 150 feet beyond the terminus of all dead-end streets. Individual trees in a stand of five trees or more need not be shown, but the area covered by the stand dripline shall be shown. For trees outside the subdivision boundaries, the location of said trees may be based on aerial photographs or other methods acceptable to the Director, and which do not require the applicant to trespass on adjacent property;*

**Response:** A certified arborist report has been included within this submittal

- (13) *For all 100-year floodplain boundaries shown on the vicinity map, the elevation of the 100-year flood at the point immediately upstream from the subdivision, and the direction and distance to said point;*

**Response:** There are some small areas of floodplain within 200 feet of the subdivision, however none that are contiguous or immediately upstream or downstream of the subdivision.

- (14) *The location of identified hazards or development limitation areas identified by the City of DuPont Critical Areas Map;*

**Response:** A critical areas report has been prepared and included within this submittal.

- (15) *The location of any State shorelines and associated wetlands within the subdivision, as defined by State law and the City of DuPont Shoreline Master Program.*

**Response:** No wetlands were identified within the project area

- (h) *Profiles of all proposed streets within the proposed subdivision, showing grades to which the streets will be built, and the existing groundline of the proposed streets including the probable future extensions of any stub (dead-end) streets for a maximum distance of 150 feet beyond the proposed subdivision boundaries. As an alternative, the preliminary plat map may show topography in two-foot contours within 50 feet of each side of the centerline of all probable future extensions of any stub (dead-end) streets for a distance of 150 feet beyond the boundaries of the proposed subdivision. The contour information shall be*

*certified by a registered engineer or surveyor.*

**Response:** Profiles of all proposed streets have been shown on the preliminary civil plans and included within this submittal.

- (i) *Slope analysis indicating areas where existing grades within the subdivision exceed 40 percent. The percentage and area in square feet of the subdivision with slopes of 40 percent and above categories.*

**Response:** A slope analysis has been included within the submittal

- (j) *Such additional information as the Director deems necessary.*

**Response:** Acknowledged

- (k) *Whenever it is essential for purposes of evaluating environmental or other concerns, the City Engineer may require the developer to submit certain concept drawings prior to preliminary plat approval. (Ord. 07-835 § 1).*

**Response:** Acknowledged