



Pending Land Use Approval there are steps to complete prior to Final Plat approval. The requirements within each step must be sufficiently completed prior to beginning the following step.

A. Land Use Approval

1. Issuance of Final Order;
2. Appeal Period (12 days);
3. Submit items for review per the conditions in Final Order (2 sets); and
4. Receive City approval prior to submittal of erosion control/grading/tree removal/construction plans.

B. Erosion Control, Grading and Tree Removal

1. Submit grading/erosion control/tree removal plans (2 sets);
2. Submit proof of receipt of DEQ 1200-C permit (if > acre);
3. Install erosion control/tree protection measures; and,
4. Request inspection of erosion control/tree protection measures prior to grading and/or tree removal.

C. Construction

1. Submit construction plans (3 sets). Receive City approval prior to construction.

D. Final Plat Review

1. Submit Final Plat for review (2 sets) including CC&R's, agreements, fee, etc.;
2. Director sends email to the County Surveyors Office to review the plat.

E. Public Improvements

1. Request Public Works punch list;
2. Complete improvements or provide bond to guarantee completion.

F. Final Plat Recording

1. Submit Mylar plat for signatures and applicable documents;
2. Once signed by the Director the applicant brings the plat to the City Engineer and County Surveyor's office for signature;
3. Once plat is recorded, submit digital copy of recorded plat and all recorded documents.