

DYERSBURG, TENNESSEE

CITY HALL

425 West Court

Dyersburg, Tennessee 38024

(731) 288-7612 fax: (731) 286-7603

Due 14 days prior to scheduled Planning Commission meeting

CHECK LIST

PRELIMINARY SUBDIVISION PLAT SUBMITTAL

* Note: the **Preliminary Plat** MUST be approved before Final Plat approval is granted*

(FIVE LOTS OR MORE AND/OR REQUIRING THE EXTENSION OF UTILITIES OR ROADS)

Name of Development: _____

Location _____ Zoning District: _____

Name and Address of Owner of Record _____

Tax Map & Parcel Number(s) _____

Engineer/Designer _____

Contact Number () _____

Date submitted for approval _____ Fee due* _____

*See City of Dyersburg Subdivision Regulations for all applicable fees.

_____ Is the construction drawings being submitted with the preliminary plat (Y/N)

Note to Developer [Fast Track Approach]: preliminary drawings with construction drawings allow the city technical review committee to provide more and better feedback to the applicant. And if both are approved by the city and planning commission construction may begin. However, no sales of the lots may occur until final plat approval.

Checklist: (failure to check or indicate N/A shall result in application being rejected)

_____ Prior to submittal deadline provide six (6) copies for staff final review date _____.

_____ Six (6) copies submitted 14 days **prior** to Planning Commission meeting for planning commission signature.

_____ The subdivision's name and location.

_____ The name(s), address(es) and phone number(s) of owner/ owners of record.

_____ Name, address and phone number of designer and/or engineer.

_____ Date, approximate north point, and graphic scale.

_____ Sufficient information to determine location and bearings (to nearest minute) dimensions

(to nearest hundredth of feet), widths of all streets (and names), alleys and lots.

_____ Location of proposed easements and/or land reserved or dedicated for public use.

_____ All building set back lines.

_____ Present zoning.

_____ Reservations for easements and other areas dedicated to the public.

_____ Lots numbered in numerical order.

_____ Location map showing the relationship of the subdivision site to the county.

_____ Ownership of adjoining unsubdivided property.

_____ Certification of ownership and dedication.

_____ Location of proposed utilities: water, wells, sewer, electric, and gas. The proposed utilities should show proposed location and size of infrastructure used.

_____ Cross-section and centerline street profiles at suitable scales as required by City Engineer and/or planning commission.

_____ Contours at vertical intervals of not more than five (5) feet.

_____ Total acreage to be subdivided.

_____ Drainage calculations for both (1) current storm water runoff flows and (2) anticipated runoff flows after the development(both in cubic feet per second).

_____ Certification by surveyor or engineer to accuracy of survey and plat and placement of monuments.

Date Staff Review Complete: _____, 20____

Signature signifies all requirements have been met and are on the plan submittal.

Note: This application form is designed to give the applicant general guidelines to the submission process; however, the applicant is responsible for all requirements detailed in the municipal and regional zoning and subdivision regulations. Many of these ordinances/resolutions are available via the City of Dyersburg website or contact codes enforcement for further information.