

# Multi-Lot Site Plans Submittal Form

Used to combine multiple individual single family or duplex site plans into one plan submittal when lots are contiguous and there is no proposed subdivision or resubdivision of lots. Projects proposing the subdivision or resubdivision of lots (excluding simple vacation of interior lines) must utilize the Subdivision Construction Plan submittal form. Note: Plans submitted as multi-lot plans rather than individual lot site plans may be subject to additional requirements due to the total area of land disturbance.

Date: \_\_\_\_\_

Design Professional Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Developer Name (Company): \_\_\_\_\_ Point-of-Contact: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Current Property Owner Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Plan Title: \_\_\_\_\_

**The following items are required to be submitted for review. Please note that the submittal will be checked for completeness prior to acceptance for review. Incomplete submittals will not be accepted.**

- Review fees (Site Plan and Stormwater Plan, if applicable) payment must be made prior to acceptance of the plan for review. Please reference the [DSC Submittal Fee Chart](#).
- Development Plan—Electronic document submittal thru ACCELA.
- Supporting project narrative, calculations, and reports containing a signed and dated professional seal on the cover. Each item below must be an electronic document submittal thru ACCELA.
  - Project Narrative
  - Water, Sanitary Sewer, and Fire Flow—includes AWWA sheets and any other utility calculations and supporting data
  - Stormwater, if required—Include stormwater narrative, pre and post drainage area maps

Which city staff has been informed of this plan through meetings, phone conversations or emails?

\_\_\_\_\_

What issues were discussed?

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