



## **Plat Submittal Checklist**

Submitted for:  Review  Initial Signature  Re-Sign Date: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Engineer/Surveyor/Developer: \_\_\_\_\_

Submitters Name: \_\_\_\_\_

Submitters Address: \_\_\_\_\_

Submitter's Phone Number: \_\_\_\_\_

Submitter's E-mail: \_\_\_\_\_

- Owners signature and acknowledgement (notary) must be completed prior to any action by ACHD
- Plat Review Fee to be determined by ACHD Development Services Staff. See fee schedule at <http://www.achdidaho.org/Documents/Forms/mostDocs/DevServicesFeeSched.pdf>

### **For Initial Signature**

#### **Submitted by: Items to be included with initial submittal**

- \_\_\_\_\_  8.5 x 11 reduction of ALL sheets of the plat (*reduction of the signature sheet must be a duplicate of the sheet after owner's signature*)
- \_\_\_\_\_  8.5 x 11 vicinity map
- \_\_\_\_\_  Mylar signature sheet

### **Check appropriate action for any re-sign**

#### **Submitted by:**

#### **Check Action Items**

- \_\_\_\_\_  Legal description revision (describe below)  
*matching, revised 8 1/2 x 11 reductions ~ stamped, signed **Required***
- \_\_\_\_\_  Owner revision (describe below)
- \_\_\_\_\_  Agency revision (describe below)
- \_\_\_\_\_  Misc (describe below)

Comment- \_\_\_\_\_