

City of Paris

PRELIMINARY PLAT SUBMITTAL CHECKLIST

Name of Proposed Preliminary Plat: _____

Engineer/Surveyor who prepared the plat: _____

Date preliminary plat received: _____

Name of Owner/Applicant: _____

The following shall be submitted for the preliminary plat to be a complete submittal. If any of the required information listed below is not provided, the preliminary plat will not be accepted. The filing deadline is seventeen (17) days prior to the Planning & Zoning meeting, which is the first Monday of every month.

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| 1. | Submit 5 large copies (either 18" x 24" or 24" x 36") of the Preliminary Plat, 1 small (8-1/2" x 11") copy. The large plats shall be folded such that it will fit into a standard 10-inch x 13-inch envelope with the title block facing out. | YES | NO |
| 2. | A digital copy of the plat (USB or emailed PDF). | YES | NO |
| 3. | Preliminary Plat fee (\$300 plus an additional \$5.00 per lot)
Check should be made payable to the City of Paris. | YES | NO |
| 4. | A completed "Preliminary Plat Review" checklist stating that the Preliminary Plat has been reviewed and it meets all of the requirements of the "Preliminary Plat Review" checklist. | YES | NO |

Submitted by: _____ Date_____

Accepted by: _____ Date_____