



## SUBDIVISION APPLICATION / REVIEW

Name of Property Owner: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed Subdivision Name: \_\_\_\_\_

Legal Description of Land: \_\_\_\_\_

Location of Proposed Subdivision: \_\_\_\_\_

Acreage: \_\_\_\_\_ Number of Lots: \_\_\_\_\_ Flood Plain: Yes  No

Current Land Use: \_\_\_\_\_ Zoning: \_\_\_\_\_

Proposed Land Use: \_\_\_\_\_ Zoning: \_\_\_\_\_

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

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

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Reg. No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**(Please see the attached checklist for additional required information when submitting this application.)**

I, the undersigned, represent that all the facts in this application are true to the best of my knowledge and that I am the owner of the above described property or have been authorized by the owner to make this application as his agent.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Applicant (s)

*Community Development Department Use Only*

Application Fee: \$125.00

Received by: \_\_\_\_\_ Date: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Recording and Copy Fees (payable to Converse County Clerk): \_\_\_\_\_ Date Received: \_\_\_\_\_

Planning Commission Hearing Date: \_\_\_\_\_ Approval  Disapproval

City Council Hearing Date: \_\_\_\_\_ Approval  Disapproval

# City of Douglas

## Subdivision Application/Review Required Information

*(Please see the Douglas Unified Land Development Code Chapter 7 Subdivision Regulations.)*

Information Required. Guidance concerning site suitability is set forth in the Douglas Land Use Plan and elsewhere in this title. Evaluations of site suitability shall be conducted on a project by project basis. Sufficient information shall be provided by the subdivision applicant to the city planning office to allow adequate review by the city planner and city engineering department of the functional and physical characteristics of the subdivision and proposed uses within the subdivision as they relate to the influences of the following:

**1. Site topography, landforms, and geology**

Particular attention should be paid to potential geologic and erosion hazards and flood plain locations.

**2. Soils and vegetation existing on the site**

Limitations of soils and geology should be respected, and excessive cuts/fills, unsightly grading, and scarring of natural landforms avoided. Excessive loss of vegetation, watershed, and wind shelters should also be avoided.

**3. Surface and subsurface drainage patterns and characteristics**

Attention should be paid to preserving wetland areas, wildlife habitat, and natural watercourses.

Drainage improvements shall be designed to maintain reasonable historic patterns of flow and runoff amounts and standards as outlined in Douglas Municipal Code.

**4. Physical and visual impacts**

Building height restrictions are specified by Douglas zoning regulations. Architectural compatibility, placement of structures, energy conservation, and water quality will be considered.

**5. Site accessibility**

All local streets or roadways within a subdivision shall be oriented specifically for the traffic needs dictated by the proposed type of development. Local collector streets shall be utilized to avoid the travel of major arterial traffic through a subdivision.

**6. Land parcel configuration**

Block standards should take into consideration City of Douglas zoning regulations, topography, soil, vegetation, and traffic circulation. Lot standards should also comply with City zoning regulations, provide direct access to a public street, and avoid double frontage configuration.

**7. Vehicular and pedestrian circulation patterns**

All vehicle and pedestrian circulation elements shall be constructed to City of Douglas Construction Standards, and integrate with the existing City transportation system of streets, roadways, alleys, and sidewalks. Public improvements such as the installation of curb and gutter, street signs, and streetlights and the provision of sufficient off-street parking will be required.

**8. Utility locations and capacities**

All subdivisions must be connected to the municipal water and sewer systems. An estimate of the potable water needed for use by the subdivision, along with certification of the availability of immediate service from each of the additional utilities necessary to the development of the subdivision, shall be provided to the city planner.

The layout, design, location, and sequence of construction of all utilities and utility easements shall be done to the standards specified by Douglas Municipal Code.

**9. Fire and police protections**

All projects shall have a minimum of two (2) routes of emergency access from outside the subdivision.

**10. Related public improvements**

Developers are encouraged to preserve natural landforms, watercourses, and trees and to enhance recreational and/or pedestrian use. A landscaping plan shall be required for all areas which are disturbed or in which vegetation is removed during development with particular attention being paid to those areas subject to wind and water erosion, or which are visual blights. Indigenous materials requiring minimal irrigation are encouraged.

**11. Accessibility to community services**

**12. Proof of Ownership**