



## **CITY OF TWIN FALLS**

**Engineering Department**

203 Main Ave East

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# **PRELIMINARY PLAT SUBMITTAL CHECKLIST**

### **Document Submittal Requirements:**

- Completed Application
- Subdivision Concept Review Letter from the City of Twin Falls
- Six (6) Copies of the Preliminary Plat, drawn in accordance with the requirements listed below
- CAD Linework of Plat on CD or Flash Drive
- Consolidated list of names and addresses of all legal property owners within three hundred feet (300')
- Copy of Draft CC&Rs
- Any additional required information for special developments as specified in City Code, Section 10-12-5
- A statement as to whether any variance will be requested with respect to any provision of City Code describing the particular provision, variance requested, and the reasons therefore
- Twin Falls Canal Company review letter
- ZDA Agreement, if applicable
- Affidavit of Legal Interest

### **Preliminary Plat Drawing Requirements:**

- 24" x 36" sheet size
- Scale not less than 1" = 100'
- Drafting Date
- North Arrow
- Legal description of the proposed subdivision by section, township, and range
- Subdivision name does not duplicate the name of any other subdivision in Twin Falls County, confirm with Twin Falls County
- Name, address, and phone number for Developer, Engineer, Surveyor, etc.
- Intended use of the proposed subdivision, i.e. residential single-family, multifamily housing, commercial, industrial, etc.
- A vicinity map showing the relationship of the proposed plat to the surrounding area, covering at least a 4 square mile area
- The land use and existing zoning of the proposed subdivision and the adjacent land
- Entire development shown (All Phases)
- Existing streets, street names, right of way and roadway widths, including adjoining streets and roadways, along with type of surface and the existence of any curb-gutter and/or sidewalks
- Approximate location and length of the boundary lines of each lot, parcel, or site and the proposed lot and block numbers along with approximate acreage enclosed by proposed subdivision

- Contour lines, shown at five-foot (5') intervals where land slope is greater than twenty percent (20%) and at two-foot (2') intervals where land slope is twenty percent (20%) or less
- Benchmark shown
- Location, size, and direction of flow of all existing utilities including but not limited to: sanitary sewer main lines, water main lines, stormwater main lines, irrigation laterals, ditches, drainages, bridges, culverts, fire hydrants, gas lines, power, telephone, streetlights, etc.
  - \*If utilities are not on or adjacent to property, indicate direction and distance to the nearest utilities that can serve the subdivision.
- Any dedication of easements, both public and private, along with location, dimensions, and purpose of such on both the subject property and surrounding properties
- Location, right of way width and name of all public or private traffic ways, the location, right of way width and use of any proposed public or private pedestrian ways or special ways
- Approximate lot corner and easement locations of all adjacent subdivisions
- Location, size, and direction of flow of all improvements, including sanitary sewer main lines, water main lines, pressurized irrigation main lines, and stormwater main lines, which will be part of the subdivision development
- Stormwater calculations for proposed subdivision
- Location and size of stormwater retention facilities
- 100 Year Flood Route shown
- Minimum of two (2) fire access routes required if more than 30 residential units in development
- Accesses exceeding 150' require fire truck turn-around
- All lots within three hundred feet (300') of fire hydrant
- Maximum hydrant spacing of five hundred feet (500')
- Location of Street Lights