



Plan Submittals

What are you submitting: Preliminary Plat
 Final Plat
 Jurisdiction: _____ Site Plan
 General Development Plan
 Other: _____

Project #

Date checked in: _____
 What is the name of the Project: _____
 Has this name changed? YES NO
 If YES, what was the previous name: _____

Contact Name, Number and email: _____
 Owner Name, Number and email: _____
 Tax Map & Parcel #: _____

Type of Water: _____ Type of Sewage: _____

Total Acres: _____ Total Disturbed Acres: _____ Total Lots: _____

NOTE: AN ELECTRONIC COPY OF ALL PLANS AND PLATS NEEDS TO BE SUBMITTED TO THIS OFFICE IN AUTOCAD AND PDF FORMATS ON A DISC.

LCPC OFFICE USE ONLY

Type of Fee	Comments	Amount	Check #
NPDES			
LDA			
Engineering Construction & Inspection			
Site Review			
Other			

LCPC OFFICE USE ONLY

Bldg. Inspections Paul Zechman
 Mr. Woodard
 Fire Authority James Ashdown or Rick Perryman
 BOE
 Abe
 Lib. County Development Auth
 FT. Stewart
 DRB
 Electric Co.
 Phone Co.
 911
 Road Dept. Clinton Wells
 Hospital Authority
 Cable Co.
 Tax Assessor's



DRAINAGE SUBMITTAL (check all that are applicable) _____

Does this Project require a Drainage Submittal? YES NO If NO, please explain why it doesn't. _____

Drainage Narrative

- 2,5,10, 25 and 100 Year Drainage Analysis (type II)
- Pre and Post Development Basins Sheets
- 1 Set of complete Plans
- 1 Set of complete Plans for Health Department if on septic and well
- 1 Set of water & sanitary sewer design & Calculations
- 1 Set of septic tank & well design

SOIL EROSION SUBMITTAL (check all that are applicable) _____

Does this Project require Soil Erosion Submittal? YES NO If NO, please explain why it doesn't. _____

- Application or proof of submittal
- Copy of \$50.00 check to NRCS
- 1 set of complete Plans
- Drainage Calcs
- Notice of Intent

EPD SUBMITTAL (check all that are applicable) _____

Does this Project require a Drainage Submittal? YES NO If NO, please explain why it

- Landfill Letter (addressed to governing authority from developer or engineer)
- Letter from governing authority state a municipal system is not feasible
- Sanitary Sewer Extension Submittal (Application signed by Owner)
- Downstream Flow Schematic
- 2 full sets of plans (do not need extra utility sheets)
- 1 copy of specs signed and stamped by engineer
- Soil Erosion Approval aka Technical Review Letter
- Water Distribution Model
- 1 Set of septic tank & well design

Pre-Construction Meeting:

NOI needs to be submitted. We require a copy of the receipt of the certified mailed copy of when the NOI was postmarked. Work cannot begin until 14 days after the postmarked date.

Notes: