

**CITY OF LINCOLN**  
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## CITY OF LINCOLN PRELIMINARY PLAT CHECKLIST

The checklist is an overall summary of the information required on all subdivision plats submitted for review and approval. All preliminary plats must conform to Section 9-08 of the *Lincoln Code of Ordinances*. The application and checklist portion must be completed by the applicant in conjunction with the Development Application and City Checklist to complete the application. Incomplete applications shall result in a denial from the City Engineer. Failure to gain approval after the second review period shall require the applicant to re-submit all required forms as well as an additional fee of \$250.00.

**THE FOLLOWING CHECKLIST MUST BE COMPLETED AND SUBMITTED TO ACCOMPANY  
 THE DEVELOPMENT APPLICATION AND CITY SUBMISSION CHECKLIST**

**PLAT NAME:**

**APPLICANT'S  
 CHECKLIST**    **CITY STAFF  
 CHECKLIST**

Proposed name of subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Location of total subdivision by section, township, and range (to the quarter section)	<input type="checkbox"/>	<input type="checkbox"/>
Name and address of property owner(s) and registered land surveyor who prepared the plat	<input type="checkbox"/>	<input type="checkbox"/>
North point indication and graphic scale of 1"=100' or less	<input type="checkbox"/>	<input type="checkbox"/>
Total acreage within the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Boundary line of proposed subdivision plat indicated by a solid heavy line	<input type="checkbox"/>	<input type="checkbox"/>
1 mile radius location map showing the boundary of the proposed subdivision	<input type="checkbox"/>	<input type="checkbox"/>

**Section 1: Existing**

Existing & proposed access points along public right-of-way within or adjacent to the subdivision plat <ul style="list-style-type: none"> <li>• For subdivision plats within the ETA, all access points within ¼ mile of the subdivision plat shall be shown</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Name, location, and width of all existing or previously platted streets, including the type and width of surfacing, within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Name, dimensions and location of any railroad right-of-way within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Name, dimensions and location of any utility easements within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Name, dimensions and location of any parks, public land or multi-use trails or crosswalks within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Name, dimensions and location of any permanent buildings or structures within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Location of any corporate boundary if within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Location and identification of any sections lines within or adjacent to the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>

Existing water mains, storm sewers, sanitary sewers, culverts, bridges, poles, pipelines and other utility structures within or adjacent to the tract, indicating pipe sizes, grades, and exact locations	<input type="checkbox"/>	<input type="checkbox"/>
Existing zoning of proposed subdivision plat and adjacent tracts of subdivided and un-subdivided land	<input type="checkbox"/>	<input type="checkbox"/>
Boundary lines of tracts of subdivided and un-subdivided land within or adjacent to the proposed subdivision plat (including any lots being replatted)	<input type="checkbox"/>	<input type="checkbox"/>
100-year floodplain and floodway elevations if any portion of the subdivision plat is within the floodplain, with indication of NAVD88 datum	<input type="checkbox"/>	<input type="checkbox"/>
Topographic contours with annotation and a minimum contour interval of 2 feet, with indication of datum used (NAVD88 required for areas with floodplain information in that datum)	<input type="checkbox"/>	<input type="checkbox"/>

### Section 2: Proposed

Layout, numbers and dimensions of lots and blocks	<input type="checkbox"/>	<input type="checkbox"/>
Layout of proposed streets, alleys, crosswalks and easements, showing all widths and proposed street names	<input type="checkbox"/>	<input type="checkbox"/>
Location and dimensions of proposed utility easements, including easements for storm water management facilities and proposed locations of culverts and retention/detention areas	<input type="checkbox"/>	<input type="checkbox"/>
Location and dimensions of non-access lines	<input type="checkbox"/>	<input type="checkbox"/>
Identification of parcels of land intended to be dedicated or reserved for public uses, or set aside for use of property owners within the subdivision plat	<input type="checkbox"/>	<input type="checkbox"/>
Location of streams, water courses and wetlands within or adjacent to the plat, including federally designated wetlands (must be labeled)	<input type="checkbox"/>	<input type="checkbox"/>