PRELIMINARY PLAT / CONSTRUCTION PLAN FINAL COMPARISON SUBMITTAL REQUIREMENTS

All Final Comparison Submittal Packages shall contain the following items. Final Comparison Submittal Packages shall be submitted to the DRC Coordinator, in the Department of Planning & Engineering, by calling (850) 595-3472 to schedule an appointment Monday thru Friday. The deadline to submit a COMPLETE Final Comparison Submittal Packages is 11:30 am every Friday.

General Requirements:

- ❑ 1) Transmittal letter from the applicant naming the project, identifying the materials being submitted. The project name on all documents shall be consistent.
- ❑ 2) A check made out to Escambia County for any remaining fees. Please call the DRC Coordinator at (850) 595-3472 to verify submittal amounts & schedule an appointment.
- ❑ 3) One CD with all of the General, Preliminary Plat, **and** Construction Plan requirements included. Each document must be in an individual **PDF** format (ex. A five- page form is to be converted into ONE PDF document).

Preliminary Plat Requirements:

- ❑ 1) Disposition Report with **all** required signatures.
- ❑ 2) Written Response to Comments that addresses all outstanding issues.
- ❑ 3) Four (4) sets of preliminary plat drawings signed and sealed. Each shall be folded or they will NOT be accepted.
- ❑ 4) Any other documentation that has been requested by the plan reviewers.

Construction Plan Requirements:

- ❑ 1) Four (4) sets of revised plans.
- ❑ 2) A set of revised Stormwater Management Plan as necessary.
- ❑ 3) A set of revised Technical Specifications as necessary.
- ❑ 4) A Lot Grading Plan.