

# News

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**February 2, 2009**

**The following changes have been made to the Land Development Manual Project Submittal Requirements to reflect changes in forms, historic review process and submittal requirements. These changes will be effective March 2, 2009.**

## **Project Submittal Requirements Revised**

- Parcel Information Checklist is no longer a submittal requirement
- All photos required to be electronic (on CD-R) (Section 4)
- New options for folded vs. stapled plans (Section 4)
- Express Plan Check requires submitted completeness review (Section 2)
- Photo Survey for Environmentally Sensitive Lands (Sections 2-2A)

## **New Forms**

- Deposit Account/Financially Responsible Party (DS-3242)
- Supplemental Discretionary Application (DS-3035)
- Parcel Information (customer use only)

## **Revised Form**

- General Application – Part I completed for all projects. Part II not required for development approvals / engineering permits and is required at permit issuance

## **New Information Bulletins**

- Potential Historical Resource Review IB #580
- Designated Historical Resource Review IB #581  
(new submittal requirements and review process)

## **Revised Information Bulletins**

- Substantial Conformance Review – IB #500
- Preliminary Review – IB #513  
(both have new options for folded vs stapled plans / DS-3242 added)
- No-Plan Permits – IB #203  
(some previously approved projects without plans may now require plans)