# DRB CASE ACTION LOG – BLUE SHEET

complete 8-20-15

- ☑ Preliminary/Final Plat (P&F)
- ☐ Site Plan for Subdivision (SPS)
- ☐ Site Plan for Building Permit (SBP)

**This sheet *must* accompany your plat or site plan to obtain delegated signatures. Return sheet with site plan/plat once comments have been addressed.**

*Site Plans*: It is the responsibility of the ***applicant/agent/developer/owner*** to insert the DRB approved Site Plan for Subdivision and/or Site Plan for Building Permit in *each* copy of building permit plansets. If the building permit plans have been submitted prior to the Site Plan for Subdivision and/or Site Plan for Building Permit being signed-off, then it is the responsibility of the ***applicant/agent/developer/owner*** to insert a copy of the signed-off Site Plan for Subdivision and/or Site Plan for Building Permit in *each* copy of the building permit plansets.

**PROJECT ~~NAME~~ #:** 1000070
**PROJECT NAME:** Mendelburg Subd. Barrenberg Heights
**AGENT:** Rio Grande Engineering
**Your request was approved on 4-22-15 by the DRB with delegation of signature(s) to the following departments - outstanding comments to be addressed as follows:**

☐ **Transportation:**

☐ **ABCWUA:**

☐ **City Engineer:**

☐ **Parks and Recreation :**

☑ **Planning:** .dxf utility signatures, curve data

**PLATS:**

☐ **Planning must record this plat. Please submit the following items:**
-The original plat and a mylar copy for the County Clerk.
-Tax certificate from the County Treasurer.
-Recording fee (checks payable to the County Clerk). **RECORDED DATE:**
-Tax printout from the County Assessor.
-County Treasurer's signature must be obtained prior to the recording of the plat with County Clerk.
☐ Property Management's signature must be obtained prior to Planning Department's signature.
☑ AGIS DXF File approval required.
☐ Copy of recorded plat for Planning. to pdf

**ALL SITE PLANS:**

☐ 3 copies of the approved site plan. Include all pages.