



PRELIMINARY LAND DIVISION
SUBMITTAL CHECKLIST

VMC 20.320

STREAMLINE PROCESS (CONCURRENT ENGINEERING SUBMITTAL)

PLANS

- Existing Conditions Plan – [VMC 20.320.030.B.1](#)
- Preliminary Plat – [VMC 20.320.030.B.2](#)
- Tree Plan – [VMC 20.770](#)
- Grading Plan with Erosion Control Measures – [VMC 20.330.030.C.4.i](#) and [VMC 14.24](#)
- Stormwater Plan – [VMC 14.25](#) and [Design Requirements](#)
- Water/Sewer Plan – [Design Requirements](#)
- Street Design Plan – [Design Requirements](#)
- Signing and Striping & Street Lighting Plan – [Design Requirements](#)

DOCUMENTS

- Signed and Dated [Land Use](#) and [Engineering Application](#) Forms
- Narrative
- Clark County Public Health Project Review Evaluation Letter or copy of receipt
www.clark.wa.gov/public-health/site-septic-system-forms
- SEPA Checklist (see either Pre-app Report to determine if required)
- Geotechnical Soils Report
- Preliminary Stormwater Report
- Traffic information in compliance with Title 11
(see Pre-app Report or www.cityofvancouver.us/publicworks/page/concurrency)
 - Traffic Study
 - Trip Generation and Distribution Report
 - Trip Compliance Letter
 - Trip Generation Letter
- Road Modification Request (if applicant elects to vary from the approved transportation standards)
 - Minor
 - Technical
 - Major
- Archaeological Pre-Determination Report (see Pre-app Report required)

(continued next page)

HARD COPIES (Must be received by Permit Center prior to uploading plans and documents into LUP & ENG)

MAILING LABELS

Mail two hard copies of certified 500-foot mailing labels (owner and occupant) and associated map showing the mailing area (obtain from Clark County or Title Company) to:

Clarissa Bowen
City of Vancouver
PO Box 1995
Vancouver, WA 98668

(This can also be placed in the drop box at the south parking lot at City Hall 415 W 6th Street).

Submit a transmittal with the PRJ & PIR number, project title and case manager's name in the header of the transmittal.

NOTE:

1. Streamline is available to Type II Applications only. See the [FACT Sheet](#) for more information.
2. Contact your case manager to utilize the City's 90-day streamline review process.