

SUBMITTAL CHECKLIST: PETITION FOR COUNTY PLAN CONFORMANCE*		
GENERAL SUBMISSION ITEMS		(√) or N/A
1.	Cover Letter. Identifies portion of county for which Plan Conformance required, county point of contact.	√
2.	Submittal Checklist. This completed Plan Conformance Checklist.	√
3.	Preservation Area Resolution. Certified governing body resolution submitting a Petition for Plan Conformance.	√
5.	Record of Public Involvement. A summary of public involvement in the development of materials for the Petition for Plan Conformance.	√
6.	2009 Plan Conformance Grant Program Documents. Materials from the results of Tasks A through C (Highlands ERI, Highlands Element and Highlands Regulations) of the 2009 Plan Conformance Grant Program.	√
7.	List of Current County Planning and Regulatory Documents. A list of existing relevant county planning and regulatory documents with the dates of most recent adoption.	√
8.	County Self-Assessment Report. Report discussing: a) progress made toward achieving Plan Conformance as of the date of petition; b) steps remaining to achieve Full Plan Conformance; and c) general plan and anticipated timeframe for completion (including Appendix A, Self-Assessment Report Status of Checklist Items).	√
9.	Implementation Plan and Schedule. Proposed Highlands Implementation Plan and Schedule charting outstanding items on timeline and specifically indicating the completion and implementation dates for each (including Appendix A Implementation Plan and Schedule).	√
10.	RMP Updates (Optional). If applicable, updates to RMP maps, charts, and technical data along with verifiable documentation in support. If none are requested, indicate "N/A," not applicable.	N/A
11.	Map Adjustments (Optional). If applicable, requests for changes in Land Use Capability Zone Map designations along with information, justification, and evidence in support of same. If none are requested, indicate "N/A," not applicable.	N/A
12.	Additional Supporting Materials (Optional). Materials in support of Plan Conformance.	N/A

* Please note that the Submittal Checklist information was completed by the Highlands Council based on the December 8, 2009 Plan Conformance Petition materials.