



# Preliminary Plat Application

Filing Fee: \$200

## APPLICANT'S INFORMATION

|      |         |                |
|------|---------|----------------|
| Name | Address | Phone Numbers  |
| City | State   | Zip Code       |
|      |         | E-Mail Address |

## PLAT INFORMATION

|  |  |  |                      |
|--|--|--|----------------------|
| Subdivision Name                       |  | Total Acres                            | Total Lots           |
| Water<br>Public _____<br>Private _____ | Sewer<br>Public _____<br>Private _____ | Roads<br>Public _____<br>Private _____ | Will there be a POA? |

## PRELIMINARY PLAT SUBMITTAL REQUIREMENTS

27 prints of the Preliminary Plat and one 8 ½ X 11 copy are required for review. If the following items are not included on the plat, the plat will not be reviewed.

1. The scale, north arrow, and submittal date
2. The subdivision name
3. The name and address of the owner of record, the subdivider, the registered engineer or land surveyor
4. A key map
5. The names of adjoining subdivisions or city limits
6. 2' land contour intervals
7. Proposed landscaping (if residential addition is located along arterial road)
8. Location of existing buildings, water, water courses, dedicated streets/easements within or adjoining the subdivision
9. The length of the boundaries of the tract and proposed location and width of streets, alleys, easements and setback lines and the lot dimensions
10. The location and size of existing and proposed sanitary and storm sewer, water mains, culverts, power and natural gas lines.
11. The location of all drainage channels, subsurface drainage structures, drainage easements and limits of 100-year floodplain or floodway.
12. The classification of every street easement within or adjacent to the subdivision
13. The name of each street in the subdivision. City staff should be consulted to avoid street name duplication prior to submittal.
14. A title block located in the lower left-hand corner that shall include name of the subdivision, name and seal of the engineer or surveyor, date, and scale.

\_\_\_\_\_  
Developer's Signature

\_\_\_\_\_  
Date

## OFFICE USE ONLY

|          |                  |                 |                 |          |
|----------|------------------|-----------------|-----------------|----------|
| Filed    | Payment Received | PC Meeting Date | CC Meeting Date | Comments |
| Date:    | Date             |                 |                 |          |
| Initial: | Initial:         |                 |                 |          |