

_____ PRESENT LAND USE

_____ REQUESTED LAND USE

REASON FOR THIS REQUEST:

PROPOSED NAME OF SUBDIVISION: _____

_____ NUMBER OF RESIDENTIAL UNITS PROPOSED

WILL ZONING CHANGE BE REQUIRED? YES (If yes, Re-zoning Application is required) NO

EXISTING USE OF PROPERTY:

PROPOSED USE OF PROPERTY:

HAS THE PRESENT APPLICANT PREVIOUSLY SOUGHT TO SUBDIVIDE, REZONE, OBTAIN A VARIANCE OR A CONDITIONAL USE PERMIT ON THE SUBJECT SITE OR PART OF IT? YES* NO

***IF YES:**

WHEN? ____/____/____

WHAT WAS REQUESTED?

WHAT WAS THE OUTCOME OF THE REQUEST?

CHANGES MADE IN PLAN SINCE CONCEPT WAS APPROVED:

DESCRIBE THE DEVELOPMENT PLAN AND INCLUDED A SKETCH PLAT (IF A PLAT):

DESCRIBE THE DEVELOPMENT PLAN AND INCLUDE A GENERAL DRAWING (IF A P.U.D.):

_____ DATE OF PLAN PREPARATION _____ TOTAL ACREAGE

_____ EXISTING ZONING CLASSIFICATION OF LAND ABUTTING SUBDIVISION

IF APPLICATION IS FOR ONLY A PORTION OF THE AREA FOR WHICH THE CONCEPT (SKETCH PLAT) WAS APPROVED, INDICATE WHEN YOU WILL SUBMIT A GENERAL DEVELOPMENT PLAN FOR BALANCE OF PROPERT:

SECTION 4:

PROPERTY OWNER: _____ **PHONE NO:** _____

STREET ADDRESS: _____

CITY _____ **STATE:** _____ **ZIP:** _____

AGENT HAVING CONTROL OVER LAND: _____ **PHONE NO.** _____

STREET ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

SURVEYOR: _____ **PHONE NO.** _____

STREET ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

CONTRACTOR _____ **PHONE NO.** _____

STREET ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

ENGINEER: _____ **PHONE NO.** _____

STREET ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

**SKETCH PLAT (STANDARD) (PUD)
INSTRUCTIONS:**

SKETCH PLAT FEES:

\$200.00 one-time Administration Fee

Applications must include the following information:

1. (12) copies of the survey
2. A site location map showing major streets, parks, community facilities, and other significant developments.
3. Tract Boundaries
4. North point and scale
5. Topography and physical features, including lakes, ponds, wetlands, and wooded areas.
6. Proposed uses, including park and open space
7. Streets within and adjacent to the tract
8. Proposed general street design
9. Proposed lot size and orientation
10. Preliminary proposal for sewer and water

The sketch plat or general drawing will be considered as the basis for discussion between the sub-divider applicant and Planning Commission. Submission of such sketch plat or drawing shall not constitute formal filing of a preliminary plat or P.U.D. The Planning Commission will, on the basis of such sketch plat, unofficially advise the sub-divider of the extent to which the proposal or general drawing conforms and will discuss possible modification. In some cases, the sketch plat or general drawing will be considered by the City Council.

**PRELIMINARY PLAT (STANDARD) (PUD)
INSTRUCTIONS:**

PRELIMINARY PLAT FEES:

\$750.00, Plus reimbursement of out-of-pocket legal and engineering expenses

Please see Subdivision Ordinance regarding the subdivision's Preliminary Plat submittal requirements.

Applicant must file twelve (12) copies and one (1) 8 1/2" x 11" or 8 1/2" x 17" reproducible copy of the preliminary plat for the review and approval of the Planning Commission. After approval by the Planning Commission an additional twelve (12) copies of the approved preliminary plat must be submitted to the City Council for approval. If the property abuts a county road, additional copies will be required to submit for approval by the County and State.

**FINAL PLAT (STANDARD) (PUD)
INSTRUCTIONS:**

FINAL PLAT FEES:

\$300.00, Plus reimbursement of out-of-pocket legal and engineering expenses

Please see Subdivision Ordinance regarding the subdivision's Final Plat submittal requirements.

Applicant must file twelve (12) copies and one (1) 8 1/2" x 11" or 8 1/2" x 17" reproducible copy of the final plat for the review and approval of the Planning Commission. After approval by the Planning Commission an additional eight (8) copies of the approved final plat must be submitted to the City Council for approval. If the property abuts a county road, additional copies will be required to submit for approval by the County and State.