



Preliminary Plat Application/Sub Division

Date Received: _____
Received by: _____
Public Hearing date: _____
Application complete: _____

Applicant Name _____
Applicant's Mailing Address: _____
Phone Number: _____

Property Owner's Name: _____
Property Location: _____
Phone Number: _____

Surveyor Name: _____
Surveyor Mailing Address: _____
Phone Number: _____

Parcel I.D. Number &
Legal Description of Property: _____

Name of Development: _____
Number of Lots: _____
Current Land Use: _____
Proposed Land Use: _____
Current Zoning: _____
Proposed Zoning: _____

Required Information:

- Certified Survey
- Evidence of Ownership
- 18 Copies of each listed below: (11 x 17)
- 8 Copies of each listed below: (full size)
- ___ Preliminary Plat
- ___ PUD/Site Plan
- ___ Tree Preservation and Landscaping Plan
- ___ Street and Utility Plan
- ___ Grading, Drainage, Storm Water Plan
- ___ Other Information

All required information must be submitted with the application.
Plans must include sketch of your property site showing existing building(s), proposed buildings, current setbacks and proposed setbacks.

I hereby apply for the above consideration and declare that the information and materials submitted with this application are complete and accurate per City requirements. I understand that the application will be processed when it has been found to be complete and adequate by the City Administrator.

Property Fee Owners(s) Signature(s): _____

Applicant(s) Signature(s): _____

Date: _____

*PLEASE NOTE: If Property Fee Owner is NOT the Applicant must provide written authorization by Property Fee Owner in order to make application.

Application Fee \$750.00
(fee due at time of application submittal)

Date: _____

Approved By Building Inspector: _____
Approved By City Administrator: Date: _____
Approved By Admin. Assistant: Date: _____

Paid _____ Receipt # _____

