



Preliminary Plat Questionnaire

Name of Subdivision _____
 Date of Review _____
 Approved or Denied _____
 Conditions _____

Submit to the Planning & Zoning Office:

- A letter requesting review and approval of a Preliminary Final Plat 2 weeks prior to the business meeting of Planning & Zoning Commission which is the first Tuesday of each month.
- Sixteen (16) copies of the Preliminary Plat and other related documents.

Yes	No	N/A	
_____	_____	_____	1. Qualifies as a Major Subdivision that is subject to subdivision regulations? (5 or more tracts less than 5 acres, or new street, extension of water or gas, sewer lines
_____	_____	_____	2. Preliminary plat meets the following requirements:
_____	_____	_____	a. scale 100' to 1"?
_____	_____	_____	b. sheet size 17 x 20 inches?
_____	_____	_____	c. ground elevations shown with contour lines at intervals of not more than 20 feet?
_____	_____	_____	d. contains name and address of owner or subdivider?
_____	_____	_____	e. proposed name of subdivision and acreage?
_____	_____	_____	f. north point, graphic scale, and date?
_____	_____	_____	g. vicinity map showing location and acreage?
_____	_____	_____	h. exact boundary lines of tract, bearings and distances?
_____	_____	_____	i. names of owners of adjoining land?
_____	_____	_____	j. existing streets, utilities, and easements on and adjacent to the tracts?
_____	_____	_____	k. proposed layout, including streets and alleys with proposed street names, lot lines with approximate dimensions, easements, land to be reserved or dedicated for public uses, & any lands to be used for purposes other than single family?
_____	_____	_____	l. block letters, lot numbers and sizes?
_____	_____	_____	m. provisions are made for: (1) water supply?

