

# APPLICATION FOR SUBDIVISION

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## CITY USE ONLY

Date Application Filed \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_

Minor Subdivision \_\_\_\_\_

Major Subdivision \_\_\_\_\_

Number of lots \_\_\_\_\_

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Instructions to applicant: Complete all sections, and provide as much information as possible. Return to the City Clerk along with fee of \$100.00 plus \$10.00 for each lot in the subdivision.

1. Name, address and phone number of the person applying for the application:

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2. Name, address and phone number of lot owner(s) if different than applicant:

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3. Present Zoning Classification of that property \_\_\_\_\_

4. Definitions:

**MINOR SUBDIVISION:** Any subdivision containing not more than four (4) lots fronting an existing road and not involving the creation of any public improvements or that does not adversely affect the remainder of the parcels or adjoining properties. The subdivider shall confer with the City building and permit Section in regards to the possibility of making the proposed changes in lot boundaries. The developer shall have prepared a final plat in accordance with Section 410.200.

**MAJOR SUBDIVISIONS:** The division of land into five (5) or more lots or other divisions of land into parcels of one (1) acre or less in area, and the dedication of streets, ways, or other areas for public use. The subdivider shall submit a preliminary plat in accordance with the specifications of Section 410.130. Following approval of the preliminary plat, the subdivider shall cause to have prepared public improvement plans prepared by a Registered Professional Engineer in the State of Missouri. After the plans are approved by the City, the subdivider shall install the minimum improvements or furnish a bond or provide for an assessment guaranteeing such installation in accordance with the requirements of Section 410.140. Upon approval of improvements or when arrangements for a performance bond are complete, the final plat shall be submitted in accordance with Section 410.200.

5. PRELIMINARY PLAT

A. Whenever any person desires to subdivide land into building lots or to dedicate streets or land for public use within the City, he/she shall submit eight (8) copies of the preliminary

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plat conforming to the requirements of Section 410.040 to the City Clerk before submission of the final plat.

B. The preliminary plat shall show:

- (1) The location of present property lines, streets, buildings and water-courses.
- (2) The proposed location and width of right-of-way for streets, lots, buildings, and setback lines and easements.
- (3) Existing sanitary and storm sewers, water mains, culverts, and other underground structures within the tract or immediately adjacent thereto. The location and size of the nearest water main and sewer or outlet are to be indicated in a general way upon the plat.
- (4) The title under which the proposed subdivision is to be recorded and the name of the subdivider platting the tract.
- (5) The names and adjoining boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels of unsubdivided land.
- (6) North Point, scale and date.
- (7) The ten (10) foot contour lines of the proposed area to be developed and surrounding areas as required.
- (8) A subdivision preliminary plat may be approved and the development thereof may be permitted in several phases so long as all of such phases to be developed separately are no less than ninety thousand (90,000) square feet with the property depth no less than three hundred (300) feet. The entire development shall be shown on preliminary plat so that City Officials may see the proposed layout of the entire development.

C. Approval of the preliminary plat by the Board of Aldermen does not constitute acceptance or approval of the final subdivision plat or the public improvement plans.

## 5. FINAL PLAT AND ACCOMPANYING DOCUMENTS.

A. The final plat of eight (8) prints thereof, together with copies of any deed restrictions where such restrictions are too lengthy to be shown on the plat, shall be submitted to the City Clerk and shall be approved by the Board of Aldermen. The final plat is to be drawn at a scale of not more than one hundred (100) feet to the inch from an accurate survey and one (1) or more sheets whose maximum dimensions are twenty-four (24) inches by thirty-six (36) inches. If more than two (2) sheets are required, an index sheet of the same dimension shall be filed showing the entire subdivision.

B. The final plat shall show:

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- (1) The boundary lines of the area being subdivided with accurate distances and bearings.
- (2) The lines of all proposed street rights-of-way and alleys with their widths and names.
- (3) The accurate outline of any portions of the property intended to be discarded or granted for public use.
- (4) The line of departure of one (1) street from another.
- (5) The lines of all adjoining property and the lines of all adjoining streets and alleys with their widths and names.
- (6) All lot lines together with an identification system for all lots.
- (7) The location of all building lines and easements provided for public use, services or utilities.
- (8) All dimensions both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements and any other areas for public or private use. Linear dimensions are to be given to the nearest 1/100 of a foot.
- (9) The radii, arcs, chords, points of tangency and central angles for all curvilinear streets and radii for rounded corners.
- (10) The name of the subdivision, a small sketch showing its general location, and the scale of the plat, points of the compass, and name of owner or owners or subdivider.
- (11) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown.
- (12) Private restrictions and trusteeships and their periods of existence. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable and thus necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat.
- (13) Acknowledgment of the owner or owners to the plat, and restrictions, including dedication to public use of all streets, parks or other open spaces shown thereon and the granting of easements required.
- (14) Certificates of approval for endorsement by the City of Fredericktown.
- (15) Certificates by both the City Collector and County Collector that all taxes on said property have been paid.
- (16) Certificates of approval by the City Engineer that subdivision is approved subject to public improvement plans on file with the City of Fredericktown. Also that subdivision meets current subdivision code.

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C. Detailed Plans And Specifications Required. Prior to the time the final plat is submitted for approval the owner/developer shall submit the following document to the City Engineer which shall be signed and sealed by a Registered Professional Engineer in the State of Missouri.

- (1) Profiles and grades of street including typical cross-sections, additional cross-sections at street intersections, information on vertical and horizontal curves, and other pertinent data on the design of the street system.
- (2) Profiles and grades of storm sewer system including design documents justifying pipe sizes, swale sizes, inlet locations, capabilities of subdivision to pass required storms, and detention basin design data.
- (2) Design data and layout on sanitary sewer and water systems including line sizing, flow capacities, grades, etc.
- (3) A coordinate or station and off-set system which provides a horizontal location and vertical elevation of all improvements within the subdivision so they may be easily located by the developer's surveyor or engineer and verified by the City.
- (4) Contour lines at a minimum two (2) foot intervals.

6. VARIATIONS AND EXCEPTIONS. Whenever the tract to be subdivided is of such unusual shape or size, is surrounded by such development or unusual conditions that the strict application of the requirements contained in these regulations would result in real difficulties or substantial hardship or injustice, the Board of Aldermen may vary or modify such requirements so that the subdivider may develop his/her property in a reasonable manner, but so that, at the same time, the public welfare and interests of the City are protected and the general intent of these regulations preserved.

I state that all the information contained in this application is true to the best of my knowledge/belief.

\_\_\_\_\_ Owner/Applicant

\_\_\_\_\_ Owner/Applicant

\_\_\_\_\_ Owner/ Applicant