



APPLICATION FOR PRELIMINARY PLAT

**City of Platte City
400 Main Street
Platte City, MO 64079**

Office Use Only
Filing Fee \$ _____
Receipt Number _____

- 1. **Submittal Date** _____, 20__
- 2. **Legal Agent Authorized to receive notices:**
Name _____
Address _____
Telephone Number _____ Fax Number _____
- 3. **Subdivision Name** _____
- 4. **Legal Description of Land Included in Plat** (Attached or Included on Plat Map)
- 5. **Zoning Classification** (Outline Zoning District Boundaries and label on Plat Map if more than one) _____
- 6. **Applicant Name** _____
Address _____
Residence Phone No. _____ Bus. Phone No. _____
- 7. **Property Owner(s) Name** _____
Address _____
Residence Phone No. _____ Bus. Phone No. _____

All contiguous holdings of the owner including land in the "same ownership", as defined herein, with an indication of the portion which is proposed to be subdivided, accompanied by an affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance into the present owner as recorded in the County Recorder of Deed's office. The affidavit advising as to the legal owner of the property, the contract owner of the property, the date contract of sale was

executed, and if any corporations are involved, a complete list of all directors, officers, and stockholders of each corporation owning more than five (5%) percent of any class of stock.

8. Application shall be presented to the Zoning Administrator **four (4) weeks** prior to a regular Planning Commission meeting (First Tuesday of the Month).
9. One (1) copy of the proposed Preliminary Plat submitted with application and one copy submitted to City Engineering Firm.
10. One (1) copy of the proposed Construction Plans shall accompany the Application and one (1) copy submitted to City Engineering Firm.
11. Following review and comment from Bartlett and West, applicant shall submit two-(2) paper full size and one (1) 11x17 paper copies by Noon on the Wednesday prior to the Planning and Zoning Meeting.
12. The Plat map of the subdivision shall conform to the specifications of Chapter 410 Article II of the Platte City Code, as well as:
 - a. all land which the applicant proposes to subdivide, inclusive of sequence and boundaries of proposed phases,
 - b. all land immediately adjacent to the proposed subdivision, extending one hundred (100) feet therefrom,
 - c. all land directly opposite the proposed subdivision, extending one (100) feet from the street frontage of such opposite land,
 - d. the names of property owners of the land required to be shown on the plat map as recorded in the County Assessor's files.
13. **Fees** all Preliminary Plat fees pursuant to 410.160 of the Platte City Code must be paid at time of submittal.
14. **Planning Commission meets on the first Tuesday of the month.**
15. Certified notice of the Public Hearing must be mailed to property owners by the **applicant** not less than fifteen days prior date of Public Hearing. City Clerk will prepare notice and send copy to applicant.
16. **City** shall publish Notice of Public Hearing not less than fifteen days prior to the meeting in a either the "PLATTE COUNTY CITIZEN" (Deadline Noon on Monday published on Wednesday) or the "LANDMARK" (Deadline Noon on Tuesday published on Thursday). Hearings will be scheduled accordingly.

Applicant Signature _____ **Date** _____

Application received By: _____ **Date** _____