

PRELIMINARY PLAT APPLICATION FORM (PLTP)

Date Received: _____

PROJECT NAME (PRINT): _____

Computer assigned project #: _____ Plan #: _____

Project Name & Number from Corresponding pre-application conference _____

PROPERTY OWNER: (PLEASE PRINT)

AGENT (PLEASE PRINT)

NAME

NAME

ADDRESS

ADDRESS

CITY, STATE, ZIP

CITY, STATE, ZIP

PHONE NUMBER

PHONE NUMBER

EMAIL ADDRESS

EMAIL ADDRESS

CONTACT PERSON

CONTACT PERSON

SIGNATURE OF OWNER OR AGENT
(if agent; letter of authorization from owner required)

PROJECT ENGINEER: (PLEASE PRINT)

PROJECT SURVEYOR: (PLEASE PRINT)

NAME

NAME

ADDRESS

ADDRESS

CITY, STATE, ZIP

CITY, STATE, ZIP

PHONE NUMBER(s)

PHONE NUMBER(s)

EMAIL ADDRESS

EMAIL ADDRESS

CONTACT PERSON

CONTACT PERSON

SITE TAX PARCEL ID#S: _____

PROJECT USE: _____

IS ALL OR A PORTION OF THE PROJECT IN AN "ENVIRONMENTALLY SENSITIVE" AREA AS ADDRESSED IN THE PROJECT PRE-APPLICATION CONFERENCE? YES _____ NO _____

- ZONING: _____ FLUE: _____
- TOTAL (GROSS) ACREAGE OF PARCEL: _____
- AREA OF DEVELOPMENT (NET) ACREAGE: _____
- TOTAL NUMBER OF LOTS: _____ DENSITY (UNITS PER ACRE): _____

****PLEASE FILL-OUT APPLICATION SUBMITTAL CHECKLIST****

MATERIAL

		<u>Required/ Provided</u>	<u>N/A</u>
1.	Written response to pre-application staff comments (must restate staff comments)	_____	_____
2.	Fees: (*Re-review fees are required with each resubmittal after the 2 nd resubmittal)		
	<u>At Application</u>		
	<u>*Re-Review</u>		
	Less than 20 acres: \$1,500	_____	_____
	20-40 acres: \$2,000	_____	_____
	Over 40 acres **: \$2,500	_____	_____
	**add \$100 for each increment of 25 acres over 40 acres		
	<i>For Example: A 41 acre site is \$2,600.</i>		
3.	Completed Preliminary Plat Application Form	_____	_____
4.	Ten (10) Copies of the Preliminary Plat	_____	_____
5.	Three (3) <u>Signed and Sealed</u> Site Surveys	_____	_____
6.	Two (2) aerials of site with project overlay, showing surrounding 200 feet	_____	_____
7.	One (1) copies of the Owner's Deed	_____	_____
8.	Letter of Authorization from Owner if owner not applicant	_____	_____
9.	Tree Removal Permit Application and fee <u>OR</u> Signed Exemption Form	_____	_____
10.	Land Clearing Permit Application and fee <u>OR</u> Signed Exemption Form	_____	_____
11.	Two (2) copies of an environmental survey if all or a portion of the project is in an environmentally sensitive area	_____	_____
12.	Written statement and photograph of posted sign	_____	_____