

# Subdivision Preliminary Plat Application

## *City of Byron*

Proposed Name of Subdivision \_\_\_\_\_

Legal Description/PID No.: \_\_\_\_\_

*(If metes and bounds, attach description)*

Proposed Number of Lots: \_\_\_\_\_ Site Area (acres): \_\_\_\_\_ Present Zoning: \_\_\_\_\_

Existing Use of Property: \_\_\_\_\_

Description of Request: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(If different from above)*

Property Owner/Fee Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***NOTE: Submittal does not guarantee plat's placement on the next Planning & Zoning Commission or City Council Agenda. Per State Statute cities have 120 days to review and give a decision regarding preliminary plats. Byron staff will notify the developer regarding the meeting date.***

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### **For Office Use Only**

Date Application Received: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

Received By: \_\_\_\_\_

# Subdivision Preliminary Plat Submission Checklist

## *City of Byron*

The preliminary plat submission shall include, but not be limited to the following:

- \_\_\_\_\_ A. One (1) copy of the plat sketch plan at a scale not greater than one (1) inch equals one hundred (100) feet.
- \_\_\_\_\_ B. An eight and one-half inch by eleven-inch (8 1/2" x 11") reduction of the preliminary plat.
- \_\_\_\_\_ C. Check payable to the City of Byron for the preliminary plat fees.
- \_\_\_\_\_ D. Proof of ownership or control of the subject property (i.e. title, deed, purchase agreement)

Preliminary plat shall contain, at a minimum, the following information:

- \_\_\_\_\_ A. Proposed Name of Subdivision.
- \_\_\_\_\_ B. Graphic scale of drawing (engineering scale only, not greater than one (1) inch equals one hundred (100) feet).
- \_\_\_\_\_ C. Date and North arrow.
- \_\_\_\_\_ D. Boundary Survey.
- \_\_\_\_\_ E. Designation of land use and current and proposed zoning.
- \_\_\_\_\_ F. Street layout on and adjacent to the plat.
- \_\_\_\_\_ G. Layout, lot areas and preliminary dimensions of lots and blocks.
- \_\_\_\_\_ H. Significant topographical or physical features.
- \_\_\_\_\_ I. Conceptual grading plan.
- \_\_\_\_\_ J. Location of all natural features on the tract (i.e., tree lines, wetlands, ponds, lakes, streams, drainage channels, bluffs, steep slopes).
- \_\_\_\_\_ K. Wetland delineation.
- \_\_\_\_\_ L. Monuments and lot corners.
- \_\_\_\_\_ M. Existing Utilities.
- \_\_\_\_\_ N. All existing features.
- \_\_\_\_\_ O. Zoning Classification of new subdivision as well as all adjacent land.
- \_\_\_\_\_ P. Topography
- \_\_\_\_\_ Q. Proposed features.
- \_\_\_\_\_ R. Radii and tangents.
- \_\_\_\_\_ S. Protective covenants and homeowners' association by-laws.
- \_\_\_\_\_ T. Explanations for drainage easements, easements, and reservations.
- \_\_\_\_\_ U. Surface and subsurface material