# Application for Preliminary Plat

Date Stamp

City Planning & Development Department
City Hall, 414 E. 12th Street, 15th floor; Kansas City, MO 64106-2795
Phone (816) 513-2846 | Facsimile (816) 513-2838 | www.kcmo.org/planning

**Refer to *Development Guide* for additional information**

**For Office Use:** Case Number: _____
KIVA Number: _____ Receipt Number: _____ Filing Fee $ _____

## 1. Subdivision Name

_____

## 2. Request

☐ **Preliminary Plat** ☐ **Revising Preliminary Plat to:**_____

## 3. Applicant/Owner/Contact Information

Applicant_____ Company _____
Address _____City & State _____Zip _____
Telephone (_____)_____Fax (_____)_____Email _____

Property Owner(s) (if different from applicant) _____
Address _____City & State _____Zip _____
Telephone (_____)_____Fax (_____)_____Email _____

Firm Preparing Plat _____ Company_____
Address _____City & State _____Zip _____
Telephone (_____)_____Fax (_____)_____Email _____

***All correspondence should be sent to (check one):*** ☐***Applicant*** ☐***Property Owner*** ☐***Firm***

## 4. Project Location/Address _____

## 5. (Complete the table as applicable, except for gray boxes)

| *Land Use* | *No. of Dwelling Units* | *No. of Lots* | *Acres* |
|---|---|---|---|
| **Residential-**Single family | | | |
| **Residential**-Two-unit | | | |
| **Residential**-Multi-family | | | |
| Public Right-of-Way | | | |
| Public Park | | | |
| Private Open Space (Park) | | | |
| Stormwater Tract | | | |
| **Office, Business, Commercial** | | | |
| **Manufacturing** | | | |
| **Other (specify)** | | | |
| ***TOTAL*** | | | |

## 6. For residential plat: How will Parkland Dedication Requirement (88-405-17) be met?

☐ Parkland dedication ☐ Cash in-lieu-of dedication ☐ Private open space

## 7. Filing Fee

- ☐ Residential: $389 plus $4 per unit, not to exceed $1,295
- ☐ Nonresidential: $389 plus $62 per acre or fraction thereof, not to exceed $1,295
- ☐ Revision to an approved preliminary plat: $389 plus $4 per unit of the area being amended not to exceed $1,295 or $389 plus $62 per acre of the area being amended, not to exceed $1,295

## 8. Notice to Applicant

**A. A preapplication consultation** prior to filing an application is encouraged, but not required. Please indicate whether you have met with a planner.

The applicant has discussed this application with a staff planner in the Development Management Division of the City Planning and Development Department, as follows.

**Planner** _____ **Date** _____

**B. Traffic Impact Analysis and Walkability Assessment:** A Traffic Study and Walkability Assessment may be required to be submitted by the applicant with this application (Section 88-440). For questions or assistance with the traffic study requirement please contact Wei Sun of the Public Works Department, Street and Traffic Division (816) 513-9869. For questions or assistance with the Walkability Assessment, please contact the City Planning and Development Department (816) 513-2818.

**C. Prior to any public hearing,** an applicant must make a reasonable effort to contact and meet with, if requested, the applicable neighborhood and/or civic organizations registered with the city. Failure to do so may be cause for continuance. Please provide information on this contact, as follows:

**Neighborhood or Civic Organization(s)** _____

**Date** _____ **Time** _____ **Location** _____.

## 9. Applicant's Declaration

To ascertain that this submittal is complete, please check:

- ☐ Completed Application
- ☐ 8 copies of the preliminary plat, collated, stapled and folded to fit in an 8.5" x 14" file.
- ☐ 8 copies of the preliminary stream buffer plan, stapled to each plat drawing and folded to fit in an 8.5" x 14" file
- ☐ 3 copies of a Traffic Impact Analysis and Walkability Assessment (if necessary)
- ☐ An 8.5" x 11" reduced color copy of the plat and stream buffer plan
- ☐ Legal Description (may be attached)
- ☐ Legal Description on CD. Include the legal description on CD (*Microsoft Word* format preferred) for metes and bounds descriptions.
- ☐ Digital submittal of plan on a CD in PDF format.

☐ **The following declarations are hereby made:**

- ✓ The undersigned is the owner or authorized agent of the owner or the officers of a corporation or partnership.
- ✓ The submitted plat contains all of the information required by the Zoning and Development Code.

**Signature** _____

**Printed Name** _____ **Date** _____

Form Revised July 3, 2012