



Case No. _____
 Application Date _____
 Application Fee \$150.00 _____

City of Branson West, Missouri

APPLICATION
MAJOR SUBDIVISION
FINAL PLAT

We, the undersigned, request the City of Branson West, Missouri Planning and Zoning Commission and Board of Aldermen to approve the final plat attached to this application, and attest to the truth and correctness of all facts and information for the final plat presented in this application. The signers represent and warrant that all lien holders have consented to all dedications and the platting provided for in this final plat and will comply with all regulations regarding the platting and subdividing of the land.

Name of Final Plat: _____

Name of Preliminary Plat: _____

Property Owner's Name _____

If corporation, Corporate Official: _____

Mailing Address _____

Telephone Number _____ Fax Number _____

PROPERTY OWNER'S SIGNATURE(S):

 (If corporation, signature of corporation official)

Applicant's Name: (If different from property owner) _____

Mailing Address _____

Telephone Number _____ Fax Number _____

APPLICANT'S SIGNATURE:

Engineer's Name: _____

Telephone Number _____

Surveyor's Name: _____

Telephone Number _____

**CHECKLIST
FINAL PLAT APPLICATION
City of Branson West, Missouri**

This checklist is provided to help you make sure that you submit everything that is required for a completed final plat application. The application must be complete and all items listed on the checklist must accompany the application or this case will not be processed. The application must be submitted no later than 4:30 p.m. to the Branson West City Hall, 15 working days prior to the Planning and Zoning Commission meeting at which the final plat application will be considered. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

APPLICATION FORM:	
	Name of subdivision final plat.
	Name of subdivision preliminary plat.
	Property owner's name, address, and telephone number. If a corporation, corporate official and corporate seal.
	Application signed by property owner, or if applicable, corporate official.
	Name, address and telephone number of applicant, if different than property owner.
	If applicable, application signed by applicant.
	Names and telephone numbers of engineer and surveyor.
FINAL PLAT CONTENTS:	
	One (1) digital copy and nine (9) blackline or blue-line paper copies of the plat on sheet size 24"x36". The digital copy is to be in a format acceptable to the City. The final plat is to include the following information:
A.	Name of the subdivision. If final plat name is different than preliminary plat name, note the preliminary plat name on the final plat.
B.	Name(s) and address(es) of the subdivision owner.
C.	Surveyor's name, registration number and survey date.
D.	Subdivision location by section, township, range, city, county and state.
E.	Date of final plat submittal.
F.	True north arrow and scale in which the plat is drawn in feet per inch or scale ratio, and bar graph.
G.	All boundary lines with lengths and courses to hundredths of a foot and bearing to half minutes.
H.	Exact location and width along the property line of all existing recorded streets intersecting or paralleling the tract boundaries.
I.	True bearings and distances to nearest established street boundaries, patent or other established survey lines, or other official monuments, which shall be accurately described on the plat.
J.	Accurate location and material of all permanent reference monuments, complying with latest Missouri Minimum Standards for Property Boundary Surveys.
K.	Dimensions and location of all arcs, radii, internal angles, points of curvature and tangent bearings.
L.	Streets and alley lines including names, bearings, angles of intersection and widths, and widths along the line of obliquely intersecting streets.
M.	All lot lines with dimensions in feet and hundredths, and with bearings and angles to minutes if other than at right angles to the street and alley lines.
N.	All easements and rights-of-way, with the limitations of the easement rights stated on plat.
O.	For any required off-site easement, evidence of signed and recorded easement and signed verification from property owner from whom easement obtained that all conditions of installation have been met.

FINAL PLAT CHECKLIST (continued):	
P.	Lots numbered in consecutive order. See Zoning Regulations, Article VII for detailed requirements.
Q.	All water courses.
R.	Sight triangles for street intersections, building setback lines fixed by the zoning map or major street plan and other setback lines established by public authority.
S.	Accurate dimensions of existing public land and all property to be dedicated or reserved for public use, with the purpose indicated.
T.	Private covenants, including boundaries of each type of restriction. Where applicable, restrictive covenants are required governing the use and maintenance of all common areas, improvements and facilities.
U.	Names and locations of adjoining subdivisions and location and ownership of adjoining unsubdivided land.
V.	Names, locations and dimensions of adjacent street rights-of-way within any adjoining subdivision.
W.	Any changes or conditions required by Board of Aldermen in approval of the preliminary plat.
X.	The following certificates: 1. Certificate of Ownership and Dedication 2. Notary Acknowledgment 3. Certificate of Survey and Accuracy 4. Certificate of Approval-Planning and Zoning Commission 5. Certificate of Approval-Board of Aldermen 6. Recorder's Certificate
Y.	If applicable, statement that land lies in an approved planned development district or cluster development.
	Notarized statement verifying that taxes on property are not delinquent.
APPLICATION FEE:	
	Submit application fee of \$150.00. Applicant is also responsible for the recording fee. City will bill applicant for recording fee.
ENGINEERING REVIEW FEE:	
	Submit \$500.00 engineering review deposit fee. If engineering review costs are greater, City will bill applicant for additional costs.

Submit Applications to:

Branson West City Hall
110 SilverLady Lane
P.O. Box 2229
Branson West, MO 65737
(417) 272-3313