



Case No. _____
 Application Date _____
 Application Fee \$100.00 _____

City of Branson West, Missouri

APPLICATION

**PRELIMINARY PLAT
 MAJOR SUBDIVISION**

We, the undersigned, request the City of Branson West, Missouri Planning and Zoning Commission and Board of Aldermen to approve the preliminary plat attached to this application, and attest to the truth and correctness of all facts and information for the proposed plat presented in this application.

Name of Preliminary Plat: _____

Is a subdivision variance being submitted with this application? Yes _____ No _____

If yes, applicant is to submit a subdivision variance application with this preliminary plat application.

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
PRELIMINARY 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 preliminary 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 preliminary plat will be considered. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

APPLICATION FORM:	
	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.
	If different than the property owner, the applicant's name, address and telephone number.
	If different than the property owner, the applicant must sign.
	If a subdivision variance is requested, submit variance application with the preliminary plat application.
	Engineer's and surveyor's names and telephone numbers.
PRELIMINARY PLAT CONTENTS:	
	Ten (10) blackline or blue line copies of the preliminary plat are required. The preliminary plat sheet size shall be 24" x 36". The preliminary plat is to include the following information:
	A. Name of the subdivision.
	B. Name(s) and address(es) of the subdivision owner and subdivider.
	C. Date of preliminary plat submittal.
	D. Legal description of the subdivision.
	E. Approximate north arrow and scale. Scale to be no greater than 1" = 100', in increments of ten feet.
	F. Listing of the following information: Total acreage of subdivision Total number of lots Current zoning Proposed land use Smallest lot with lot number and area Largest lot with lot number and area
	G. Vicinity map showing subdivision location and all streets, roads, and city boundaries existing within 1,000 feet of property to be subdivided.
	H. Topography with contours at ten foot intervals, referenced to USGS datum.
	I. Approximate tract boundaries.
	J. Names and locations of immediately adjoining subdivisions and names of adjoining property owners.
	K. General location and approximate dimensions of all existing street rights-of-way intersecting or paralleling the boundaries of the tract, including distance from the centerline of adjacent streets to the tract boundaries.
	L. General location and approximate dimensions of easements existing within or adjacent to the tract.
	M. Name, location and dimensions of all existing streets, roads, railroads, public sewers, aqueducts, water mains and feeder lines, gas, electric and oil transmission lines, water courses, detention areas, drainage easements, and other significant features within 500 feet of the property to be subdivided.
	N. Approximate location and extent of all existing structures and tree masses on the tract.

PRELIMINARY PLAT CHECKLIST (continued):	
O.	Full plan of development detailing the following information on a single sheet: (1) Location of all proposed and existing streets, easements, parks, playgrounds and other public areas and facilities, sewer and water facilities and storm sewers or other drainage facilities; (2) Lot lines and the approximate dimensions of all lots and lot numbers in consecutive order; (3) All streets and areas designated or proposed to be dedicated for pertinent facilities, public use, or proposed to be dedicated or reserved for future public use, including the conditions of such dedications; and (4) Location of all state or federal fly zones, where applicable.
P.	Draft of any proposed private restrictions, including the boundaries for each restriction type. Where applicable, a draft of restrictive covenants governing the use and maintenance of all common areas, improvements and facilities.
Q.	Location, size and materials for all storm sewers and other drainage facilities and any proposed connection to existing facilities.
R.	Location, size and material of any capped sewers, house connections, mains, and laterals, and proposed connection to existing facilities.
S.	Records of a title search, indicating any existing covenants on the land to be subdivided. This may be provided as a separate statement.
ENGINEERING REPORT:	
	Four copies of engineering report, signed and sealed by a registered engineer, to include:
A.	Storm Water Drainage report in accordance with Design Standards for Public Improvements.
B.	Sanitary Sewer and Water report in accordance with Design Standards for Public Improvements.
C.	Traffic Analysis and Street Capacity report, including: (1) Description of traffic expected and effects on existing roads, including to the nearest arterial. (2) Traffic counts from each proposed subdivision outlet in vehicles per day. (3) Evaluation of capacity of existing and proposed road system. (4) List of each proposed street by name and functional classification, including right-of-way and design specifications. (5) If within 1000 feet of school or park, an evaluation of need for pedestrian ways through the subdivision.
D.	General information, including: (1) Area of development used by right-of-way (2) Area of development dedicated to open space (3) Area of smallest lot (4) Area of largest lot (5) Schematic diagram showing significant natural features such as tree masses, sinkholes, wetlands, rock outcrops.
APPLICATION FEE:	
	Submit application fee of \$100.00
ENGINEERING REVIEW FEE:	
	Submit \$500.00 engineering review deposit fee. If engineering review costs are greater, City will bill applicant for additional costs.
Note: See the <i>Branson Design Standards for Public Improvements</i> for required public improvements and design standards. These regulations should be reviewed closely to ensure that the preliminary plat conforms to the subdivision platting requirements.	

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