



## Application for SUBDIVISION – PRELIMINARY/FINAL PLAT

### Applicant Information:

Name: \_\_\_\_\_

Address and Phone: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Project Address/Location: \_\_\_\_\_

Legal Description and Address of Subject Property (attach if necessary)

\_\_\_\_\_

Present zoning of property: \_\_\_\_\_ Present use: \_\_\_\_\_

Description of property: \_\_\_\_\_

Width (frontage) \_\_\_\_\_ Depth: \_\_\_\_\_ Area (sq. ft.) \_\_\_\_\_

Project Description (attach if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Acknowledgement and signature:

The undersigned hereby represents upon all the penalties of the law, for the purpose of inducing the City of Ferguson, Missouri, to take action herein requested, that all statements herein are true in that all work herein mentioned will be done in accordance with the ordinances of the City of Ferguson.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

Fee (\$150); paid \_\_\_\_\_

## CITY OF FERGUSON SUBDIVISION PROCEDURES



1. Subdivider submits his proposal to the City Council. **A non-refundable fee of \$150 shall accompany this application.**
2. Proposal is then referred to the Plan Commission for their recommendation. Subdivider or his agent shall apply in writing to the Plan Commission for approval of his subdivision plat. All plats, plans, and other materials must be filed at least ten (10) days prior to the regular meeting date of the Plan Commission with the Director of Public Works, who shall present them to the Plan Commission.

Each subdivider should confer with the Director of Public Works before preparing his preliminary layout in order to become familiar with any ordinances affecting the area in which the proposed subdivision lies.

3. Three (3) copies of the preliminary subdivision shall be submitted to the Plan Commission for review.

After reaching a tentative conclusion, the Plan Commission shall communicate within thirty (30) days to the developer the following:

- (1) Specific changes that are required;
  - (2) The character and extent of public improvements that will need to be made; and
  - (3) The amount of construction, improvement, or the amount of performance bond which it will require as a prerequisite to approval of the final subdivision plat.
4. The subdivider shall, within six (6) months, file the final subdivision plat with the Plan Commission and the City Council.
  5. Within forty-five (45) days from the date of submission of the final plat, the City Council shall approve, modify, or disapprove such plat. Failure to act within forty-five (45) days shall be deemed approval.
  6. Final subdivision plat shall be recorded by the developer within sixty (60) days of approval by the City Council.