



PRELIMINARY PLAT CHECKLIST

PLEASE SUBMIT THIS CHECKLIST, ALONG WITH THE APPROPRIATE APPLICATION FORM, WITH ALL MATERIALS REQUIRED FOR COWETA PLANNING COMMISSION REVIEW. IN ORDER TO MAINTAIN THE PROCESSING SCHEDULE, INCOMPLETE SUBMITTAL PACKAGES CANNOT BE ACCEPTED. A PRE-APPLICATION CONFERENCE WITH THE CITY PLANNER IS REQUIRED IN ORDER TO DISCUSS ZONING CODE REQUIREMENTS, SUBDIVISION DESIGN REQUIREMENTS, PLATTING PROCEDURES AND CONSTRUCTION OF IMPROVEMENTS.

Please mark (X) items as they are addressed:

SUBMITTAL REQUIREMENTS

Preliminary Plat application packets must be submitted to the City Planner no later than thirty (30) days prior to the Planning Commission meeting at which time the plat will be reviewed. The Preliminary Plat shall be accompanied by an application, supplied by the City Planner, plans including all Preliminary Plat requirements as listed below, and a fee as established by the City of Coweta. Requests for exceptions to the regulations or requirements of the Preliminary Plat shall be submitted to the City Planner for consideration and review by the appropriate governing body. **Consult the Coweta Subdivision Regulations for details.**

- _____ Twenty-two (22) copies black line or blue line of the Preliminary Plat (folded to 8 1/2" x 11" in size). Five (5) copies of preliminary construction plans. (Please **DO NOT** submit rolled plans.)
- _____ One (1) 8 1/2" x 11" copy of the Preliminary Plat.
- _____ One (1) half size 11" x 17" copy of the Preliminary Plat.
- _____ Completed application and payment of appropriate fee(s). \$50.00 + \$1.00 per lot over 10 lots
- _____ Owner authorization to proceed with the application process. Attach a copy if applicant is not "record owner" or record owner's agent.

PRELIMINARY PLAT REQUIREMENTS

- _____ Preliminary Plat shall be drawn at a scale of one hundred feet (100') to one inch (1") or larger. All printing shall be clear and legible and all sheets shall be of a consistent size of twenty-four inches (24") by thirty-six inches (36") or larger. Each sheet shall be sealed by a registered professional engineer or land surveyor.

- _____ The proposed name of the subdivision shall be identified and included on the Preliminary Plat. The name shall not duplicate or closely resemble names of existing subdivisions within Wagoner County.

- _____ The names and addresses of the owner(s) of record, the subdivider(s) and the registered engineer or land surveyor preparing the plat shall be included on the Preliminary Plat.

- _____ An accurate legal description of the property and a complete boundary survey shall be included on the Preliminary Plat which details the dimensions, distances to the nearest one-hundredth foot, bearings to the nearest second and acreage to the nearest one-hundredth acre.

- _____ Indication of the scale (i.e. 1"=100'), bar scale, north arrow and date.

- _____ Location map detailing the locations of subdivisions within the mile section.

- _____ The location of property lines of adjoining unplatted land, the names of adjoining adjoining subdivisions and the locations of city limit boundaries if adjoining the subdivision.

- _____ The topography, with contour intervals of not more than two (2) feet, based on United States Geodetic Survey data.

- _____ The location and description of all existing structures.

- _____ The location of all ponds, lakes and streams, and the areas subject to flooding based upon the regulatory flood information.

- _____ The location, width and name of each existing or proposed street or other public way, railroad and utility easement, bridges, parks and other open space within or adjacent to the proposed subdivision.

- _____ Draft of restrictive covenants.

- _____ The location and widths of easements of all oil or gas well or dry holes drilled in search of oil or gas as shown by the records of the Oklahoma Corporation Commission.

_____ The location of facilities and land to be considered for dedication to public use or to be reserved for use of all property owners, in the subdivision, and any conditions of such dedication or reservation.

_____ All proposed lots, consecutively numbered, their dimensions and all building setback lines.

_____ All blocks consecutively numbered.

_____ Any other information as may be deemed by the Coweta Planning Commission as reasonably necessary for the full and proper consideration of the proposed subdivision

_____ List of abutting property owners

Applicants Signature

Date

Plat Name _____

STR _____

County _____

City of Coweta
Subdivision Application

Approval Requested:

Sketch Plan Preliminary Final

Proposed Subdivision Name: _____

General Legal Description _____

Developer's Name _____

Address _____ Phone _____

Engineers' Name _____

Address _____ Phone _____

Total Acreage: _____ No. of Lots _____ Avg. lot Size _____

Present Use of Tract _____ Present Zoning _____

Proposed Use of Tract _____ Zoning Case # _____

Type of Water Supply City Well Other _____

Type of Sanitation City Septic Other _____

Type of Street Surfacing (check categories that apply)

Portland Cement Asphaltic Concrete Other _____

Curb and gutter Barrow ditches Public Private

Signature of Developer or Agent

Date

Staff Only – Do Not Write Below This Line

Approval Checklist

Sketch Plan: TAC Date _____

City Engineer _____

Preliminary Plat: TAC Date _____

Sewer _____

PC Date _____

Water _____

CC Date _____

Gas _____

Fee _____

Phone _____

Receipt # _____

Electric _____

Final Plat: TAC Date _____

Cable TV _____

TAC Date _____

Health Dept. _____

PC Date _____

Corp. Comm. _____

CC Date _____

Fee _____

Receipt # _____

Plat filed at Courthouse _____ County Plat Number _____