

**APPLICATION FOR PRELIMINARY PLAT**  
Albion, Nebraska  
**LEGAL DESCRIPTION AND GENERAL LOCATION**

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

**SUBDIVIDER**

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

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

Telephone: ( ) \_\_\_\_\_

**OWNER**

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

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

Telephone: ( ) \_\_\_\_\_

**CITY USE ONLY**

RECEIPT NO: \_\_\_\_\_

DATE: \_\_\_\_\_

PRELIMINARY PLAT #: \_\_\_\_\_

FEE PAID \$ \_\_\_\_\_

**AGENT (Authorized to act on Subdivider's behalf):**

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

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

Telephone: ( ) \_\_\_\_\_

**ANY OTHER ASSOCIATES:**

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

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

Telephone: ( ) \_\_\_\_\_

NAME OF PRELIMINARY PLAT: \_\_\_\_\_ NUMBER OF LOTS: \_\_\_\_\_

a. Does the subdivider have any interest in the land surrounding the preliminary plat? Yes\_\_ No\_\_ .  
If yes, please describe the nature of such interest: \_\_\_\_\_  
\_\_\_\_\_

b. Will the preliminary plat require any zoning or other action (rezoning, Planned Development, conditional use or vacations) to complete the development? Yes \_\_ No\_\_. If yes please describe the nature of the action: \_\_\_\_\_  
\_\_\_\_\_

c. Does Preliminary Plat meet all the criteria required in the Subdivision Regulations and as found on the Preliminary Plat Checklist?  
\_\_\_\_\_  
\_\_\_\_\_

d. Have all governmental entities in the vicinity of the Preliminary Plat been notified? Yes\_\_ No\_\_ .  
If Yes, has the City received any comments from these entities?, if yes please attach to application for Planning Commission and City Council review.

e. *For City use:*  
Preliminary Plat was: Approved as presented \_\_\_\_, Approved contingent upon specified changes \_\_\_\_, Denied \_\_\_\_  
Identify the specific changes either in the space provided or on an attached sheet \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's Signature: \_\_\_\_\_  
e: \_\_\_\_\_

# PRELIMINARY PLAT APPLICANT'S TECHNICAL CHECKLIST

## City Jurisdiction of Albion, Nebraska

NAME OF PRELIMINARY PLAT: \_\_\_\_\_

LOCATION OF SUCH PLAT: \_\_\_\_\_

### REQUIREMENTS OF PRELIMINARY PLAT

- Drawn to a scale of one (1") inch to one hundred (100') feet
- Marked "Preliminary Plat"
- A location map showing the general location of the proposed subdivision in relation to surrounding developments
- North arrow
- Scale
- Legend.
- The proposed name of the subdivision (not similar to that of an existing subdivision as to cause confusion)
- The proposed names and addresses of the owner and subdivider
- Engineer, surveyor, or landscape architect responsible for the subdivision layout
- Names of all landowners abutting the proposed subdivision.
- The legal description of the area being platted. The boundary line (accurate in scale) and dimensions, and the location of monuments found or set, section lines, existing and the approximate acreage of the proposed development.
- Width and location of platted streets and alleys within or adjacent to the property; physical features of the property, including location of water courses, ravines, bridges, culverts, present structures and other features affecting the subdivision
- Contours with intervals of five (5') feet or less
- Location of all existing utilities and their sizes indicated, including: flow lines, elevations of existing sanitary and storm sewer
- The outline of wooded areas (the location of important individual trees may be required)
- Proposed lot layout, lot and block numbers and approximate lot dimensions and square footage and grounds proposed to be dedicated for public use.
- Location and width of proposed streets, easements, building setback lines, Rights of Way, pavement width and type, sidewalks, alleys, location of all proposed improvements including: sanitary sewers (including proposed flow lines), water mains, storm water drainage and other features and improvements required by these regulations.
- The existing zoning classification and proposed uses of land within the proposed subdivision shall also be designated.
- Draft copy of the subdivision agreement
- The subdivider or subdivider's representative shall be in attendance at City Planning Commission Meeting when Preliminary Plat is discussed.
- When required, two (2) prints to be delivered to the City Engineer for review.
  1. A sanitary sewer plan.
  2. A surface storm drainage plan, if necessary, within the subdivision.
  3. A street profile plan with a statement of proposed street improvements.
- Planning Commission approval block
- All plans and other information conform to the City's General Requirements and Minimum Standards of Design

**ADDITIONAL INFORMATION** (to be shown on Preliminary Plat or on accompanying sheets)

- Four (4) copies of Preliminary Plat and required supplementary material filed with City Clerk
- Submit plat thirty (30) days prior to the meeting of the Planning commission
- Copy of application, site plan, preliminary plat, etc to proper agencies and authorities for review
  - ◇ City Engineer office                      ◇ Health Department                      ◇ Law Enforcement office
  - ◇ Traffic engineering                      ◇ Building and safety                      ◇ Parks and Recreation
  - ◇ Utility Companies                      ◇ School District                      ◇ Other
- Any required landscape screens, etc.
- Copies of proposed Deed Restrictions, if any
- Sketch plan of larger tract and future concepts of development, if part of a larger tract that will be subdivided in the future

**IF PLAT IS LOCATED WITHIN THE FLOOD PLAIN**

- Hydrological and grade information to determine frequency and extent of inundation of flood waters
- Location of proposed use and type of use
- Areas of habitation and employment to include:
  - ◇ Location size and floor elevation of any structures
  - ◇ Location and elevation of parking areas
  - ◇ Use, location and elevation of open space
  - ◇ Limits of the flood plain
  - ◇ Amount of fill material brought into the flood plain
  - ◇ A certificate that grading will not result in any increase in the flood plain

**Applicant's Signature(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_