



Jeffersonville Plan Commission
Preliminary Plat Application
 500 Quartermaster Ct. - Suite 200- Jeffersonville, IN 47130
 (812) 285-6413

<i>For Office Use Only</i>
Case #: _____
Hearing Date: ___/___/___
Fees: _____

1. Applicant / Property Owner

Applicant:

Name: _____
 Address: _____

 Phone #: _____
 Email: _____

Owner:

Name: _____
 Address: _____

 Phone #: _____
 Email: _____

2. Applicant's Attorney / Contact Person and Project Designer

Attorney/Contact Person:

Name: _____
 Address: _____

 Phone #: _____
 Email: _____

Project Designer:

Name: _____
 Address: _____

 Phone #: _____
 Email: _____

3. Project Information

Proposed Name of Subdivision: _____
 Number of Lots: _____
 Current Zoning: _____
 Proposed Use: _____

Area in Acres: _____
 Parcel Number (18-digit): _____

4. Waivers

Are any waivers to the requirements, standards or specifications of the Jeffersonville subdivision Control Ordinance being requested? _____

5. Attachments:

- Letter of Intent
- Location Map (two copies)
- Preliminary Plat (two copies – one without contours)
- Copy of Covenants and Restrictions
- Postage fee \$1/letter for adjoining property letters
- Site Development Plan (trees, sidewalks, lighting)
- Authorization from Owner(s)
- Checklist
- Additional information as Required by the Director

The undersigned, having been duly sworn on oath states the above information is true and correct .

Signature of Applicant: _____ Date: _____

State of Indiana)
 County of Clark) SS:

Subscribed and sworn to before me this _____ day of _____,

 Notary Public, Signed / Printed

Residing in _____ County My Commission expires _____

PRELIMINARY PLAT APPLICATION CHECKLIST

Applicant: _____ Docket #: _____

Project: _____ Date: _____

A. LOCATION MAP (may be prepared by indicating the data by notations on available maps) showing:

- Subdivision name and location.
- Title, scale, north point, and date.
- Any thoroughfare or other existing roads relating to the subdivision
- Existing elementary, middle and high schools, parks, playgrounds, and other community facilities serving the area proposed to be subdivided.

B. PRELIMINARY PLAT drawn to a scale of one (1) inch = 50 feet showing:

- Name of the subdivision.
- Names and addresses of the: 1) Owner of the land, 2) applicant and 3) professional land surveyor who prepared the plan.
- Scale, north point and date
- Legends and notes: indicating the location of fire hydrants, water lines, sewer lines, manholes and sidewalks.
- Streets and rights-of-way: on and adjoining the site of the proposed subdivision showing the: 1) street names (which shall not duplicate other names of streets in the community), 2) roadway widths, 3) approximate gradients, 4) types and widths of pavement, 5) curbs, 6) sidewalks, 7) crosswalks, 8) trees and 9) other pertinent data.
- Easements: locations, widths and purposes.
- Utilities: preliminary locations, approximate sizes and applicable capacity of all utilities to be installed.
- Layout of lots showing: lot numbers, dimension and square footage of each lot. The lots shall be numbered 101,102,103 consecutively in (section-one). 201,202,203 etc in (section-two). The dimensions used for lots, setback lines, yard lines, or other necessary items shall be in accordance with the zoning requirement where said subdivision is to be built.
- Dedicated parcels: Parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds or other public, semipublic or community purpose.
- Contours: at vertical intervals of one feet if the general slope of the site is less than 10% and at vertical intervals of five feet if the general slope is greater than 10 % .
- 100-year flood boundary contour: as shown on the latest revised national flood insurance program, flood insurance rate map. Indicate by note the map reference number.
- Tract boundary lines showing: dimensions, bearing, and references to grants and existing property corners.
- Building setback or front yard lines.
- Other features or conditions which would affect the subdivision or area both favorably and adversely.