

Major Plat

General Provisions				
Code Section	Requirement	Met	Not Met	N/A
Adequate Public Facilities: 410.070	In order to prevent the premature development of land which might pose a threat to the health, safety or general welfare of the community at large, or the occupants of land in the particular area of the City, it shall be the policy of the City that no application for preliminary or final plat shall be approved unless public facilities and services, which are adequate to serve the development, are either: 1. Presently available; or 2. Are to be provided as a condition of approval of the application; or 3. Are planned to be available reasonably concurrent with the anticipated impacts of the proposed development as determined by the affected utility, agency, or department.			

Preliminary Plat				
Code Section	Requirement	Met	Not Met	N/A
Application: 410.260.A	Complete application form and appropriate filing fee.			
Filing: 410.260.B	Four (4) copies of the preliminary plat, and additional information as required by Section 410.270.			
Contents: 410.270.A	A formal plan, drawn to scale, indicating prominent existing features of a tract and its surroundings and the general layout of the proposed subdivision and shall meet the requirements outlined herein. The preliminary plat (or accompanying application material) shall have four (4) sets of plans 24" x 36".			
Subdivision and Street Names, Contents: 410.270.A.1	Names shall not duplicate or closely resemble names of existing subdivisions and streets.			
Boundary Lines, Contents: 410.270.A.2	Location of boundary lines in relation to section, quarter sections or quarter-quarter section lines and any adjacent corporate boundaries comprising a legal description of the property.			
Names and Addresses, Contents: 410.270.A.3	The names and addresses of the owner, subdivider and engineer or surveyor.			
Scale, Contents: 410.270.A.4	The scale of the plat shall be sufficient to show the detail as outlined in this Section.			

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North Arrow and Legend, Contents: 410.270.A.5	The date, north point and legend.			
Vicinity Map, Contents: 410.270.A.6	A vicinity or general location map showing section lines, the subdivision, adjacent subdivisions, corporate limits, main traffic arteries and other prominent features.			
Layout, Contents: 410.270.A.7	The layout, number and approximate dimensions of lots, the number or letter of each block and the minimum lot size in square feet.			
Public Spaces-Existing Conditions, Contents: 410.270.A.8.a	The location, width and name of each existing or platted street or other public way, utility rights-of-way, parks and other public open spaces, permanent buildings within or adjacent to the proposed subdivision and other important features such as section lines and corners, survey monuments and political subdivision boundaries.			
Utilities-Existing Conditions, Contents: 410.270.A.8.b	All existing sewers, water mains, gas mains, culverts or other utilities within the proposed subdivision or immediately adjacent thereto with pipe size, grade and locations shown.			
Adjacent Subdivisions-Existing Conditions, Contents: 410.270.A.8.c	The names of adjacent subdivisions and property owners within two hundred (200) feet of proposed subdivision.			
Topography-Existing Conditions, Contents: 410.270.A.8.d	Topography (unless specifically waived by the City Engineer) with contour intervals of not more than two (2) feet referenced to USGS datum; the location of watercourses, ravines, bridges, lakes, wooded areas, approximate acreage and such other existing features as may be pertinent to the subdivision. In areas where grades are gentle, a lesser contour interval may be required.			
Community Sewage Treatment-Existing Conditions, Contents: 410.270.A.8.e	If a community sewage treatment plant or other type of community disposal system is to be installed or constructed to serve all or certain portions of the proposed subdivision, the general plan for such community type sewage treatment or disposal system shall be shown and so identified on the preliminary plat.			
Floodplain-Existing Conditions, Contents: 410.270.A.8.f	Areas subject to flooding by a storm having the probability of occurring once in fifty (50) years and areas in the official 100-year floodplain (as determined by the Federal Emergency Management Agency) shall be shown.			

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Bench Mark- Existing Conditions, Contents: 410.270.A.8.g	Location, elevation and description of the bench mark controlling the vertical survey which should, wherever possible, tie to USGS datum.			
Streets, Proposed: 410.270.A.9.a	Streets, showing the location, width, names and approximate grades thereof; the preliminary plat shall show the relationship of all streets to any projected streets shown on any development plan adopted by the City. Where the plat submitted includes only a part of the tract owned by the subdivider, a tentative plan of a proposed future street system for the unsubdivided portion shall be prepared and submitted by the subdivider. No street names shall be used which will duplicate or be confused with the names of existing streets. Existing street names shall be used where they are or would be logical extensions of existing streets, even though separated by undeveloped land. Street names shall be subject to approval of the City.			
Public Uses, Proposed: 410.270.A.9.b	Location and size of proposed parks, playgrounds, church or school sites, or other special uses of land to be considered for dedication to public use or to be reserved by deed or covenant for the use of all property owners in the subdivision and any conditions of such dedication or reservation.			
Easements, Proposed: 410.270.A.9.c	Easements showing width and purpose.			
Setbacks, Proposed: 410.270.A.9.d	Building setback lines with dimensions.			
Other Uses, Proposed: 410.270.A.9.e	Sites, if any, to be allocated for development with other than the principal use.			
Utilities, Proposed: 410.270.A.9.f	Location and type of utilities to be installed.			
Sidewalks, Proposed: 410.270.A.9.g	Location and width of proposed sidewalks.			
Deed Restrictions: 410.270.A.10.a	Proposed deed restrictions, if any, in outline form.			
Phasing: 410.270.A.10.b	Stages of development sequence if the total area is not proposed to be developed as one (1) unit.			

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Statement of Improvements: 410.270.A.10.c	A statement of the improvements that will be installed by the developer and the time when such improvements will be completed. This statement shall be of sufficient detail to permit determination of whether such improvements will comply with these Subdivision Regulations and other applicable statutes, ordinances and regulations. If the nature of the improvements is such that preparation and submittal of all necessary details prior to the approval of the preliminary plat is not practical, then the City may waive the submission of such details.			
Preliminary Plans and Profiles: 410.270.A.10.d	Preliminary plans and profiles of streets, sanitary sewers, storm sewers and water lines may be required. The location of bridges and culverts may also be required.			

Final Plat

Code Section	Requirement	Met	Not Met	N/A
Filing: 410.280.A	Four (4) copies of the final plat and three (3) copies of final improvement plans shall be filed with the office of the Community Development Director and City Engineer.			
Contents: 410.290.A	The final plat shall be a complete and exact subdivision plat, prepared for official recording as required by statute, to define property boundaries, proposed streets and dedications.			
Prepared By: 410.290.B	The final plat shall be prepared by a registered land surveyor or engineer in the State of Missouri and bear his/her official seal.			
Number of Copies: 410.290.C	A minimum of four (4) copies of the final plat shall be submitted to the City of Harrisonville.			
Scale and Size: 410.290.D	The final plat prepared for recording purposes shall be drawn at a scale of no less than one (1) inch equals one hundred (100) feet. The size of the sheets on which final plats are submitted shall be twenty-four (24) inches by thirty-six (36) inches. Four (4) sets shall be submitted for initial review. Each sheet shall have a one and one-quarter (1 1/4) inch binding edge along the left side (narrow dimension) and a one-quarter (1/4) inch border along all other sides. Where the proposed plat is of unusual size, the final plat shall be submitted on two (2) or more sheets of the same dimensions. If more than two (2) sheets are required, an index sheet of the same dimensions shall be filed showing the entire development at a smaller scale.			

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Subdivision and Street Names, Contents: 410.290.E.1	The name of the subdivision (not to duplicate or closely approximate the name of any existing subdivision).			
Accurate Traverse, Contents: 410.290.E.2	The location by section, township, range, County and State and including legal descriptive boundaries of the subdivision, based on an accurate traverse, giving angular and linear dimensions, which must mathematically close. The allowable error of closure on any portion of a final plat shall be not more than one (1) in three thousand (3,000) for residential subdivisions and one (1) in ten thousand (10,000) for commercial subdivisions. All calculations shall be furnished showing bearings and distances of all boundary lines and lot lines.			
Boundary Lines, Contents: 410.290.E.3	The location of the boundary shall be shown in reference to existing official monuments or the nearest established street lines, including true angles and distances to such reference points or monuments.			
Layout, Contents: 410.290.E.4	The location of lots, streets, public highways, alleys, parks and other features with accurate dimensions in feet and decimals of feet with the length of radii and/or arcs of all curves and with all other information necessary to reproduce the plat on the ground. Dimensions shall be shown from all angle points and points of curve to lot lines.			
Lots Numbered, Contents: 410.290.E.5	Lots shall be clearly numbered. If blocks are to be numbered or lettered, these should be shown clearly in the center of the block.			
Streets, Contents: 410.290.E.6	The exact locations, right-of-way widths and names of all streets to be dedicated and the right-of-way width and name of any existing streets.			
Easements, Contents: 410.290.E.7	The location and width of all easements to be dedicated. If the easement is being dedicated by the plat, it shall be properly referenced in the owner's certification of dedication.			
Public Use, Contents: 410.290.E.8	Boundary lines and description of boundary lines of any areas, other than streets and alleys, which are to be dedicated or reserved for public use.			
Building Setback Lines, Contents: 410.290.E.9	Building setback lines on front and side streets with dimensions.			

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Monuments, Contents: 410.290.E.10	The location and type of all monuments required to be installed by the provisions of these Subdivision Regulations. All monuments shall be of the prescribed and approved type as set forth by the "Minimum Standards for Property Boundary Surveys," the Missouri Department of Natural Resources, Division of Geology and Land Survey, and must be set by a licensed Missouri professional land surveyor.			
Adjacent Subdivisions, Contents: 410.290.E.11	The names of adjoining subdivisions.			
Names and Addresses, Contents: 410.290.E.12	The names and addresses of the developer, surveyor and/or professional engineer making the plat.			
Flood Elevation, Contents: 410.290.E.13	The regularoty flood elevation.			
Dedications, Contents: 410.290.E.14	Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.			
Owner's Certification, Contents: 410.290.E.15.a	A certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided and consenting to the preparation and recording of said subdivision map.			
Dedication Certification, Contents: 410.290.E.15.b	A certificate signed and acknowledged as above, dedicating or reserving all parcels of land shown on the final plat and intended for any public or private use, including easements and those parcels which are intended for the exclusvie use of the lot owners of the subdivision, their licensees, visitors, tenants and servants.			
Notary, Contents: 410.290.E.15.c	The acknowledgment of a notary in the following form: State of County of Be it remembered that on this ____ day of _____, 20____, before me, a notary public in and for said County and State, came _____, known to be the same person who executed the foregoing instrument of writing and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed by notarial seal the day and year above written. (SEAL) Notary Public My Commission Expires:			

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Planning & Zoning Commission Certificate, Contents: 410.290.E.15.d	The certificate of the Planning & Zoning Commission in the following form: This plat of _____ has been submitted to and approved by the Harrisonville Planning & Zoning Commission this ____ day of _____, 20____. Planning & Zoning Commission Chair			
Board of Aldermen Certificate, Contents: 410.290.E.15.e	The approval of the plat and acceptance of easements and rights-of-way by the Board of Aldermen in the following form: This plat of _____ including easements and rights-of-way accepted by the Board of Aldermen has been submitted to and approved by the Harrisonville Board of Aldermen by Ordinance No. _____, duly passed and approved by the Mayor of Harrisonville, Missouri, on the ____ day of _____, 20____. (SEAL) Mayor ATTEST: City Clerk			
Signature Blocks, Contents: 410.290.E.15.f	Signature blocks for the following certificates, with corresponding name typed, printed or stamped beneath the signature: 1) Signatures of the owner(s) and notary public; 2) Certification by a registered land surveyor that the survey was executed in accordance with the current Missouri Minimum Standards for Property Boundary Surveys; and 3) Certificate of approval to be signed and dated by the Mayor, City Clerk, Planning Commission Chair, Director of Public Works, and Director of Community Development.			
Title, Supplemental Information: 410.290.F.1	A title report by an abstract or a title insurance company or an attorney's opinion of title showing the name of the owner of the land and all other persons who have an interest in or an encumbrance on the plat. The consent of all such persons shall be shown on the plat.			
Tax Info., Supplemental Information: 410.290.F.2	A certificate showing that all taxes and special assessments due and payable have been paid in full; or if such taxes have been protested as provided by law, monies or other sufficient escrows guaranteeing such payment of taxes in the event the protest is not upheld may be placed on the deposit with such officials or governing bodies to meet this requirement.			
Deed Restrictions, Supplemental Information: 410.290.F.3	A copy of any deed restrictions applicable to the subdivision.			