

HAYS AREA PLANNING COMMISSION

APPLICATION FOR PRELIMINARY PLAT APPROVAL

INSTRUCTIONS TO APPLICANT

1. The applicant must complete the attached application form. All blanks should be filled in and any not applicable should be completed with N/A. All applications must be signed by the owner or his duly authorized agent.
2. The application shall be accompanied by two full size copies of the proposed plat, as well as 20- 11 x 17 copies.
3. The applicant should review the adopted subdivision regulations and all amendments to assure a complete understanding of the subdivision process.
4. The filing fee of \$100 shall accompany the filing of each preliminary plat, plus \$10 for each lot, but the maximum filing fee shall not exceed \$200. The preliminary plat will not be accepted for filing until the filing fee has been paid by the subdivider.
5. The application, copy of the plat, and the filing fee shall be filed with the Planning, Inspection, Enforcement Division, (1002 Vine St., Hays, KS) at least thirty (30) days prior to a regular Planning Commission meeting at which the plat is to be considered.
6. If this form is obtained online, please contact the Planning, Inspection, Enforcement Division, at 785-628-7310.

Approved/Denied by Planning Commission _____

Case No. _____

Approved/Denied by City/County Commission _____

Date Filed _____

APPLICATION FOR PRELIMINARY PLAT APPROVAL

Name of Subdivision _____

General Location _____

Name of Applicant _____

Address _____ Phone _____

Name of Agent _____

Address _____ Phone _____

Name of Surveyor or Engineer _____

Address _____ Phone _____

SUBDIVISION INFORMATION:

1. Gross Acreage of Plat: _____

2. Number of Lots:

a. Residential _____

b. Commercial _____

c. Industrial _____

d. Other _____

Total Number of Lots _____

3. Minimum Lot Frontage: _____ feet

4. Minimum Lot Area: _____ feet

5. Existing Zoning _____

6. Proposed Zoning _____

7. Public Water Supply (Yes, No) Name_____

8. Public Sanitary Sewers (Yes, No) Name_____

9. Health Department Approval (where applicable) (Yes, No)

10. Lineal Feet of New Street:

a. _____ R/W _____ Ft.

b. _____ R/W _____ Ft.

c. _____ R/W _____ Ft.

d. _____ R/W _____ Ft.

e. _____ R/W _____ Ft.

11. Provision for Open Space: Reservation_____Acres

Dedication_____Acres

Cash \$_____

Comments_____

The applicant herein agrees to comply with the Subdivision Regulations for the City of Hays, Kansas, as amended, and all other pertinent ordinances or resolutions of the City of Hays, and Statutes of the State of Kansas. It is agreed that all costs of copying and recording the plat and supplemental documents thereto with the Register of Deeds shall be assumed and paid by the owner when billed. The undersigned further states that he is the owner, or agent representing the owner, of the property proposed for platting.

APPLICANT

AUTHORIZED AGENT (IF ANY)

OFFICE USE ONLY:

RECEIVED IN THE PLANNING, INSPECTION, ENFORCEMENT DIVISION,
_____, 20___, TOGETHER WITH THE APPROPRIATE FEE OF
\$_____.

NAME AND TITLE