



# Final Plat Application

Russell County Zoning  
401 N. Main, P.O. Box 113  
Russell, KS 67665  
(785) 483-6650

This form must be completed by the applicant and returned to the office of the Zoning Administrator.

**An incomplete application cannot be accepted.**

1. Name of subdivision \_\_\_\_\_
2. Name of owner \_\_\_\_\_
3. Name of subdivider \_\_\_\_\_
4. Name of person who prepared the plat \_\_\_\_\_

5. How has installation of the following improvement been guaranteed?

	Construction	Bond	Petition
Streets	_____	_____	_____
Water	_____	_____	_____
Sewer	_____	_____	_____
Sidewalks	_____	_____	_____
Other, as required:			
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

6. The final plat must include the following information:

- ✓ Revision dates, if any
- ✓ Name of the subdivision
- ✓ Vicinity map showing the location of the subdivision relative to adjacent subdivisions, tracts and other area of development
- ✓ Legal description of the subdivision, prepared by a registered land surveyor of the tract being subdivided
- ✓ The perimeter boundary lines of the subdivision showing all property corners, land lines, distances, bearings and angles, and other references used in the legal description of the tract. A heavy solid line should accurately indicate the boundary of the platted areas.
- ✓ All lot lines, right-of-way lines, streets and easements must be shown with their dimensions to the nearest one-hundredth (0.01) of a foot, and in actual respective location

- ✓ All easements must be denoted by fine dashed lines, clearly identified, and if already on record, the recorded reference of such easements. If an easement is not definitely located on record, a statement of such easement shall be included. The width of the easement with sufficient ties to locate it definitely with respect to the subdivision must be shown. If the easement is being dedicated through the plat map, it shall be properly referenced in the owner's certificate of dedication and identification.
- ✓ Block numbers or letters continuing consecutively without omission or duplication throughout the subdivision. Such identification shall be solid, of sufficient size and thickness to stand out, and so placed as not to obliterate any figure.
- ✓ Lot numbers, beginning with the number one, and numbered consecutively in each block.
- ✓ Minimum front yard building setbacks.
- ✓ The width of the portion of the streets being dedicated, and the width of any existing right-of-way.
- ✓ The name of each street shown on the subdivision plat.
- ✓ Land parcels to be dedicated for any purpose, public or private, to be distinguished from lots or tracts intended for sale.
- ✓ Protective covenants, if any, shall be lettered on the final plat or submitted on a separate sheet with appropriate references made on the final plat and signed by the subdivider and/or owner.
- ✓ Any restrictions in addition to the protective covenants shall be lettered on the plat
- ✓ North point, graphic scale, written scale and date of preparation
- ✓ Sufficient information to allow an experienced surveyor to locate or relocate all points and lines shown on the plat, including all pertinent curve data.
- ✓ The following certificates: Surveyor's Certificate; Owner's Certification and Dedication; Protective Covenants; Notary Certificate; Planning Commission Certificate; County Commission Certificate; County Clerk Certificate; Certificate as to Special Assessments; Certificate of the County Attorney; Transfer Record, Register of Deeds Certificate; and any other approvals or acceptances which may be required by statute or regulation.

## 7. Along with this final plat application, please submit the following:

- ✓ A copy of any restrictive covenants applicable to the subdivision
- ✓ A title report by an abstract or title company, or a title opinion by an attorney which states all those who have an interest in the land to be subdivided.
- ✓ A statement of consent of all owners/mortgagors of the property
- ✓ Twelve (12) copies of the final plat

