



Preliminary 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. The preliminary plat must provide the following:
 - ✓ Name of the Subdivision
 - ✓ Location of boundary lines and reference to section or quarter-section lines
 - ✓ Name and address of owner(s)
 - ✓ Name and address of subdivider(s)
 - ✓ Name of planner, engineer, landscape architect, or surveyor who prepared the Plat
 - ✓ Scale of Plat: 1" = 100' or larger; north arrow, 24" x 36" sheet dimensions
 - ✓ Date of preparation
 - ✓ Location, width and name of platted streets or other public ways, railroads, and utility R/W, parks and other public open spaces and permanent buildings within or adjacent to the proposed subdivision.
 - ✓ Location of existing sewers, water mains, gas mains, culverts, or other underground installations within or adjacent to the proposed subdivision with pipe size, manholes, and grades.
 - ✓ Explanation of drainage easements, site easements and reservations, if any
 - ✓ Names of adjacent subdivisions together with arrangement of streets and lots and owners of adjacent parcels of unsubdivided land.
 - ✓ Topography at contour intervals of not more than two feet and location of watercourses, bridges, wooded areas, lakes, ravines, and other significant physical features.
 - ✓ Date of topographic survey, including location, elevation and description of the benchmark controlling the vertical survey and the location of existing monuments and survey markers.
 - ✓ Arrangement of lots and their approximate sizes

For Office Use Only:

Date Filed _____
 Fee Paid _____
 Date Advertised _____
 Public Hearing Date _____

Case No. _____
 Rec'd By: _____
 Date Notices Sent _____

Preliminary Plat Approved: _____

Date Approved: _____

Approved By: _____
 Planning Commission Chairman

Preliminary Plat returned to Subdivider for revision: _____

Date: _____

Preliminary Plat Disapproved: _____

Date: _____

Reason for Disapproval: _____

Appeal filed with County Commission? _____

County Commission Action: _____

Date: _____

Vote: _____