

City of Florissant, Missouri



MAJOR SUBDIVISION ADMINISTRATIVE REVIEW

Timothy J. Barrett, P.E., City Engineer
tbarrett@florissantmo.com

Subdivision Name: _____ Zoning: _____

Petitioner's Name: _____

Address: _____ Phone: _____

Engineer/Surveyor/Agent: _____

Address: _____

Phone: _____

PRELIMINARY PLAT

A. Have 11 bound sets of prints been submitted & stamped with the date received? Yes N/A No

B. Does the preliminary plat contain the following:

- 1. Location Map Yes N/A No
- 2. US Survey Yes N/A No
- 3. Section, Township & Range Lines Yes N/A No
- 4. Existing & Proposed Location & Width of Streets, Alleys, Lots, Building Lines, Setback Lines, & Easements Yes N/A No
- 5. Existing & Proposed Sanitary & Storm Sewers, Water Mains, Culverts, & Other Underground Structures Within the Tract or Immediately Adjacent Thereto Yes N/A No
- 6. The Title Under Which the Proposed Subdivision is to be Recorded & the Name of the Subdivider (A copy of the letter from St. Louis County approving the name of the subdivision must be submitted) Yes N/A No
- 7. The Names & Adjoining Boundaries of All Adjoining

Subdivisions	Yes	N/A	No
8. The Name of Owners of Adjoining Parcels of Unsubdivided Land as Shown on Public Record Along With the Book & Page Number Where Recorded	Yes	N/A	No
9. Existing & Proposed Contours With Intervals of Not More Than Five (5) Feet Referred to NGVD	Yes	N/A	No
10. North Arrow, Scale and Date	Yes	N/A	No
11. Location of Parks & Other Public or Semi-Public Area	Yes	N/A	No
12. Statement of Type of Sanitary Sewers or Other Sewage Disposal Facilities	Yes	N/A	No
13. Existing & Proposed Buildings, Structures & Easements	Yes	N/A	No

NOTES: _____

II. IMPROVEMENT PLANS (To be included with the Preliminary Plat)

A. Have 21 Bound Sets of Prints & 1 Set of Tracings Been Submitted?	Yes	N/A	No
B. The Improvement Plans Must Contain the Following Items:			
1. Existing & Proposed Contours with Intervals of Not More Than 2 Ft., Referred to NGVD	Yes	N/A	No
2. Location of Street Lights as Recommended by AmerenUE (Letter of Approval)	Yes	N/A	No
3. Plan & Profile of All Streets, Storm & Sanitary Sewers & Drainage Structures, Together With Their Drainage Areas (Letter of Approval from MSD)	Yes	N/A	No
4. Typical Cross Section of Streets	Yes	N/A	No
5. All Necessary Construction Details	Yes	N/A	No
6. Plan View of Water Lines & Hydrants Approved by the Fire Protection District (Letter)	Yes	N/A	No
7. Signature & Seal of a Professional Engineer on Plans	Yes	N/A	No

NOTES: _____

III. FINAL PLAT

A. Have 21 Prints & 1 Set of Tracings Been Submitted? Yes N/A No

B. Does the Final Plat Contain the Following:

1. Location Map	Yes	N/A	No
2. US Survey	Yes	N/A	No
3. Section, Township & Range Lines	Yes	N/A	No
4. The Square Footage of Each Lot	Yes	N/A	No
5. All Proposed & Existing Streets, Walkways and Alleys Shown With Their Widths & Names	Yes	N/A	No
6. Outboundary Dimensions of Any Property Offered for Dedication for Public Use	Yes	N/A	No
7. Boundaries of All Adjoining Lands & Adjacent Streets & Alleys Shown With Their Widths & Names	Yes	N/A	No
8. Location of Flood Zone With FIRM Map Reference	Yes	N/A	No
9. All Lot Lines & Identification System for All Lots & Blocks ...	Yes	N/A	No
10. Building Lines & Easements Provided for Public Use, Services, or Utilities Shown With Dimensions	Yes	N/A	No
11. Surface Drainage Easements	Yes	N/A	No
12. All Dimensions, Both Linear & Angular, Necessary for Locating Boundaries of the Subdivision, Lots, Streets & Alleys, Easements, Building Lines & Any Other Areas for Public Use. Linear Dimensions are to be in Feet & Decimals of a Foot	Yes	N/A	No
13. Radii, Arcs, Points of Tangency & Radii for All Round Corners	Yes	N/A	No
14. All Monuments & Benchmarks, Together With Their Description	Yes	N/A	No
15. North Arrow, Scale & Date	Yes	N/A	No
16. The Title Under Which the Proposed Subdivision is to be Recorded, the Name of All Parties with Legal Interest, & Signatures of All Parties Involved	Yes	N/A	No
17. Certification, Seal & Signature of a Registered Land Surveyor	Yes	N/A	No
18. Private Restrictions & Trusteeships & Their Period of Existence with Book & Page Number Where Recorded	Yes	N/A	No
19. Legal Description	Yes	N/A	No

NOTES: _____

IV. OTHER REQUIRED SUBMITTALS (To be included with the Final Plat)

A. Have the Following Items Been Completed:

1. Has Deed or Certificate of Title Been Furnished?	Yes	N/A	No
2. Has MSD Approved the Sewer Plan?	Yes	N/A	No
3. Have Subdivision Review Fees Been Paid (\$200.00) ?	Yes	N/A	No
4. Has a Recorded Copy of Indentures, if any, Containing All Restrictions & Establishing Trusts, Been Filed?	Yes	N/A	No

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|---|-----|-----|----|
| 5. Has Proof Been Submitted that All Taxes Due Have Been Paid? ("Paid" bill or letter from County) | Yes | N/A | No |
| 6. Have Complete Building Plans Been Submitted or Certification Provided that the Subdivider Intends to Sell Improved Lots in All or Part of the Subdivision Without Homes or Buildings? | Yes | N/A | No |
| 7. Has the Engineer's Estimate Been Presented & Approved? | Yes | N/A | No |
| 8. Has the Escrow Agreement Been Completed & Filed? | Yes | N/A | No |
| 9. Has Water Main Agreement Been Signed & Money Deposited? | Yes | N/A | No |

NOTES: _____

Review Completed By: _____

Title: _____

Date: _____