



1 Paul Parks Drive St. Clair, Missouri 63077

PRELIMINARY PLAT APPLICATION

Please read before completing. The City will not begin processing a Preliminary Plat application that is incomplete. The administrative officer must validate an application as complete before accepting fees. The City fee schedule, application checklists, and information sheets explaining the application procedures and policies are available from the administrative officer. Copies of the Minor Subdivision Ordinance provisions may be obtained from the city clerk or the Administrative Officer.

PROPERTY LOCATION: _____

LEGAL DESCRIPTION: _____

PROPERTY I.D. NUMBER (Located on Assessor's map): _____

PROPERTY FEE OWNER NAME: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: Home _____ Business _____

FAX NUMBER: _____

APPLICANT/CONTACT PERSON NAME: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: Home _____ Business _____

FAX NUMBER: _____

BRIEF DESCRIPTION OF REQUEST:

DATE OF PRELIMINARY PLAT APPROVAL: _____

I hereby apply for the above consideration and declare that the information and materials submitted with this application are complete and accurate per City code and Ordinance requirements. I understand that the City will process the application once the Administrative Officer finds that it is complete. I understand and agree that the City may place a sign on my property for purposes of notification that an application is under consideration.

PLEASE NOTE: If property owner is not the applicant, the Applicant must provide written authorization by Property Fee Owner in order to make application.

PROPERTY FEE OWNER(S) SIGNATURE(S): _____

APPLICANT(S) SIGNATURE(S): _____

DATE: _____

**PRELIMINARY PLAT APPLICATION
GUIDELINES**

The final plat shall be submitted on Mylar and five (5) prints thereof, together with copies of any deed restrictions where such restrictions are too lengthy to be shown on the plat, shall be submitted to the City Administrator