



## Preliminary Plat Application – Supplemental Information

*This form provides information related to the procedures and requirements for a Preliminary Plat Application with the City of Kasson. For full information on Preliminary Plats, please refer to § 153.080 of the City Code.*

Date Submitted: \_\_\_\_\_

Planning Case Number: \_\_\_\_\_  
*(City will fill out)*

**Concept Plan Review Dates:**

- Date Concept Plan reviewed by Planning and Zoning Commission: \_\_\_\_\_
- Date Concept Plan reviewed by City Council: \_\_\_\_\_

**-OR- Pre-Application Meeting Date:** \_\_\_\_\_

*A pre-application meeting with the City of Kasson Zoning Administrator pursuant to § 153.081 is required prior to submitting a Preliminary Plat application if the applicant has not already gone through a Concept Plan Review for the same project.*

**Criteria for a Complete Submittal:**

*Submit three (3) printed copies and one (1) digital (PDF or Similar) copy to the Zoning Administrator of the following:*

<input type="checkbox"/>	<p>Certificate of Survey for the site showing the following:</p> <ul style="list-style-type: none"> <li>• Property boundary for entirety of parcel(s) to be subdivided and legal description of current property.</li> <li>• Wetland delineation.</li> <li>• Existing topography at two-foot contours.</li> <li>• Location of Floodplain and regulatory flood elevation.</li> </ul>
<input type="checkbox"/>	<p>Preliminary Plat conforming substantially to the format referenced in M.S. § 505.021, as may be amended from time to time, and specifically including:</p> <ul style="list-style-type: none"> <li>• Date, scale, north point;</li> <li>• Property boundary for entirety of parcel to be subdivided;</li> <li>• Proposed subdivision name and all intended street names according to the municipality's street naming and numbering system;</li> <li>• Name and address of the subdivider, surveyor and engineer preparing plat;</li> <li>• Location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land;</li> <li>• Zoning classification of lands to be subdivided and all adjacent lands and proposed zoning, if different than existing zoning;</li> <li>• Topographic map of the area showing two-foot contour intervals. All areas of the subdivision to be platted with a slope greater than 25 percent must be clearly indicated;</li> <li>• Location, widths and names of all existing, platted or dedicated elements of the following:             <ul style="list-style-type: none"> <li>○ streets, including cul-de-sac names (i.e., place or circle),</li> <li>○ easements, railroad and utility rights-of-way,</li> <li>○ sidewalks,</li> <li>○ parks,</li> <li>○ watercourses and drainage ditches,</li> <li>○ front, side, and rear yard dimensions for all permanent buildings and structures;</li> </ul> </li> <li>• Location, size and depth of all existing and/or proposed sanitary sewer, storm sewers, water mains, hydrants and catch basins. Location and proposed design of storm water retention areas</li> </ul>

	<p>when required;</p> <ul style="list-style-type: none"> <li>• Other data within 300 feet of the exterior boundaries of the area being subdivided as may be required by the Planning and Zoning Commission;</li> <li>• Identification and location of existing or potential wetlands. Water elevations of adjoining lakes, rivers and streams at date of survey and their approximate high and low water elevations. All elevations shall refer to the established United States Coast and Geodetic Survey and/or United States Geodetic Survey Datum;</li> <li>• When the subdivision borders a lake, river or stream the contour line above the indicated flood fringe boundary of the lake, river or stream shall be shown on the plat;</li> <li>• The layout and width of all new streets, sidewalks, rights-of-way and easements and the approximate angles of street intersections;</li> <li>• Length and bearings of the exterior boundaries of the land being subdivided;</li> <li>• Dimensions of all lots to the nearest foot;</li> <li>• Square footage of all lots;</li> <li>• All lots shall be numbered by beginning the numbering with number one and numbering each lot progressively, through the block in which they are situated. All blocks shall be numbered progressively, by beginning the numbering with the number one and numbering each block progressively through each plat. Consecutive lot or block numbering shall not be continued from one plat into another and one lot plats should have both a lot and block number;</li> <li>• Approximate radii of all curves and lengths of all tangents; and</li> <li>• Approximate location and area of all property to be dedicated for public use or reserved by deed covenant for use by all property owners in the development with a statement of the conditions of the dedication or reservation.</li> </ul>
<input type="checkbox"/>	<p>Grading and Drainage Plans:</p> <ul style="list-style-type: none"> <li>• Grading Plan</li> <li>• Erosion Control Plan</li> <li>• Seeding Plan</li> <li>• Grading Details</li> </ul>
<input type="checkbox"/>	<p>Street and Utility Plans:</p> <ul style="list-style-type: none"> <li>• Sanitary and Watermain Plan</li> <li>• Storm Sewer Schedule</li> <li>• Storm Sewer Construction Plan</li> <li>• Drainage Plan (if applicable)</li> <li>• Street Construction Plan</li> <li>• Lighting and Signage Plan</li> <li>• Street and Utility Details</li> </ul>

**Criteria for Review:**

*In making their determination, the Planning and Zoning Commission and City Council shall consider the following:*

- *Consistency with the design standards and other requirements of this Chapter;*
- *Consistency with the City's Comprehensive Plan or other adopted plans applicable to the area;*
- *Consistency with Chapter 154 of the City Code;*
- *The physical characteristics of the site, including but not limited to topography, erosion and flooding potential, development or use contemplated; and*
- *The proposed development's potential for a negative fiscal or environmental impact upon the City.*