



Case No. \_\_\_\_\_  
 Application Date \_\_\_\_\_  
 Application Fee \$150.00  
 Recording Fee \_\_\_\_\_

**APPLICATION  
 FINAL PLAT  
 MAJOR SUBDIVISION**

We, the undersigned, request the City of Battlefield, Missouri Planning and Zoning Commission and Board of Aldermen to approve the final plat attached to this application, and attest to the truth and correctness of all facts and information for the final plat presented in this application. The signers represent and warrant that all lien holders have consented to all dedications and the platting provided for in this final plat and will comply with all regulations regarding the platting and subdividing of the land.

Name of Final Plat: \_\_\_\_\_

Name of Preliminary Plat: \_\_\_\_\_

Property Owner's Name \_\_\_\_\_

If corporation, Corporate Official: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**PROPERTY OWNER'S SIGNATURE(S):**

\_\_\_\_\_  
 (If corporation, signature of corporation official)

Developer's Name (If different from property owner): \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**DEVELOPER'S SIGNATURE:**

\_\_\_\_\_

Engineer's Name: \_\_\_\_\_

Telephone Number \_\_\_\_\_

Surveyor's Name: \_\_\_\_\_

Telephone Number \_\_\_\_\_

**CHECKLIST**  
**FINAL PLAT**  
**MAJOR SUBDIVISION**  
**City of Battlefield, Missouri**

This checklist is provided to help you make sure that you submit everything that is required for a completed final plat application. The application must be complete and all items listed on the checklist must accompany the application or this case will not be processed. The application must be submitted no later than 4:30 p.m. to the Battlefield City Hall, 15 working days prior to the Planning and Zoning Commission meeting at which the final plat application will be considered. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

<b>APPLICATION FORM:</b>	
	Name of final plat
	Name of preliminary plat
	Property owner's name, address, and telephone number. If a corporation, corporate official and corporate seal.
	Application signed by property owner, or if applicable, corporate official.
	If different than property owner, developer's name, address and telephone number.
	Application signed by developer, if applicable.
	Names and telephone numbers of engineer and surveyor.
<b>FINAL PLAT:</b>	
	One Mylar and nine (9) blackline or blue-line paper copies of the plat on sheet size 24"x36". Also submit an electronic copy of the plat in a format acceptable to the City. The final plat is to include the following information:
	1. Name of the subdivision.
	2. Name(s) and address(es) of the subdivision owner.
	3. Date of final plat submittal
	4. Legal description and township, county and state where subdivision is located.
	5. Surveyor's name, registration number and survey date.
	6. Scale in which the plat is drawn in feet per inch or scale ratio, and bar graph.
	7. True north arrow.
	8. All boundary lines with lengths and courses to hundredths of a foot and bearing to half minutes.
	9. Exact location and width along the property line of all existing recorded streets intersecting or paralleling the tract boundaries.
	10. Monuments located and accurately described. Control stations to be based on State Plane Coordinates for the Missouri Central System of 1983.
	11. Accurate location and material of all permanent reference monuments, complying with latest Missouri Minimum Standards for Property Boundary Surveys.
	12. Length of all arc-radii points of curvature and tangent bearings.
	13. Streets and alley lines including names, bearings, angles of intersection and widths, and widths along the line of obliquely intersecting streets.
	14. All lot lines with dimensions in feet and hundredths, and with bearings and angles to minutes if other than at right angles to the street and alley lines.
	15. All easements and rights-of-way, with the limitations of the easement rights stated on plat.
	16. For any required off-site easement, evidence of signed and recorded easement and signed verification from property owner from whom easement obtained that all conditions of installation have been met.
	17. Lots numbered in consecutive order. See Section 5.11.3, <i>Subdivision Regulations</i> , for detailed requirements.

<b>FINAL PLAT (continued):</b>	
	18. All water courses.
	19. Sight triangles for street intersections, setback lines fixed by the zoning map or major street plan and other setback lines established by public authority, and those stipulated in the <i>Subdivision Regulations</i> .
	20. Accurate dimensions of existing public land and all property to be dedicated or reserved for public use.
	21. Private covenants, including boundaries of each type of restriction. If applicable, signed statement of conveyance of all common areas and facilities to the appropriate public agency or cooperative association.
	22. Names and locations of adjoining subdivisions and location and ownership of adjoining unsubdivided property.
	23. Any changes or conditions required by Board of Aldermen in approval of the preliminary plat.
	24. If applicable, statement that the land lies within an approved planned development district or open space subdivision.
	25. The following certificates: 1. Certificate of Ownership and Dedication 2. Certificate of Conveyance of Common Space 3. Notary Acknowledgment 4. Certificate of Survey and Accuracy 5. Certificate of Approval-Planning and Zoning Commission 6. Certificate of Approval-Board of Aldermen
	26. Notarized statement verifying that there are no unpaid taxes or special assessments on the property contained in the plat.
<b>APPLICATION FEE:</b>	
	Submit application fee of \$150.00. Applicant is also responsible for the recording fee. The City will bill applicant for recording fee.
<b>ENGINEERING REVIEW FEE:</b>	
	Submit \$500.00 engineering review deposit fee. If engineering review costs are greater, applicant will be billed for additional costs.

**Submit Applications to:**

Battlefield City Hall  
5434 Tower Drive  
Battlefield, MO 65619  
(417) 883-5840  
(417) 883-8189 FAX