

City of Wentzville

PRELIMINARY SUBDIVISION PLAT CHECKLIST ITEMS INCLUDED WITH APPLICATION

- Seven (7) copies of the preliminary plat, 24" x 36" (folded to a maximum size of 12" x 10"), prepared by registered land surveyor or professional engineer.
- One (1) copy of preliminary plat, reduced to 11" x 17".
- The City shall not accept or process any application that is delinquent on any City and/or County taxes until such time as all delinquent taxes are paid to the appropriate taxing authority, per Ordinance #2445. This can be done by calling St. Charles County Collector at 636-949-7470 or emailing them at www.saintcharlescountycollector.org.
- Comments from the Fire District for single ingress and egress subdivisions.
- Written verification from St. Charles County Planning for subdivision and street names.
- Attach request for variances from subdivision regulations.

ITEMS TO BE SHOWN ON PRELIMINARY PLAT

- Key map showing location of tract.
- Proposed name and location of subdivision.
- Name and address of the owner, subdivider, land planning consultant, and the professional engineer or surveyor who prepared the plat.
- Existing and proposed street right-of-way and pavements, including any proposed dedication strips for widening existing streets; approximate gradients, types, and width of pavements; location of curbs, sidewalks, walkways, planting strips, and other pertinent data.
- Layout of lots, showing dimensions and square footage for each lot.
- Parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds, or other public, semi-public, or community purposes.
- Easements, existing and proposed, showing locations, widths, and purposes.
- Front, side, and rear yard building set backs and dimensions.
- Location and size of nearest water main, storm sewer, sanitary sewer, and other utilities.
- Location of nearest fire hydrant.

Preliminary Subdivision Plat Checklist

- Location of proposed lateral sewer connections.
- Location and size of proposed storm and sanitary sewer lines.
- Location and size of proposed water lines and fire hydrants.
- Location of proposed street lights.
- Location and type of utilities to be installed.
- Tract boundary lines showing dimensions, bearings, angles, and references to known land lines and monuments.
- Topography of the tract; contours at vertical of two (2) feet if the general slope of the site is less than ten percent (10%) and at vertical intervals of five (5) feet if the general slop is ten percent (10%) or greater. U.S.G.S. data will be acceptable.
- Grading plan showing proposed contours and drainage pattern.
- Preliminary landscaping plan which locates and identifies by species new and existing trees.
- Location of existing structures.
- Scale, north arrow, and date.
- Information Summary:

Gross Site Area:	
Net Site Area:	
Common Ground Area:	
Average Lot Area:	
Area of Streets:	
Zoning District:	
Water:	
Electric:	
School District:	
Wastewater:	
Fire District:	

Petitioner/Engineer

Date