

1005.060 Preliminary Plat.

1. A preliminary plat shall be required for all subdivision unless otherwise waived. Such preliminary plat shall be submitted after receipt of the Department's report on the sketch plan, if a sketch plan was submitted. The preliminary plat shall be any scale from one inch equals twenty feet (1" = 20') through one inch equals two hundred feet (1" = 200'), so long as the scale is an increment of ten feet (10') and shall contain the following information: (O. No. 23931 - Adopted 3/11/09)
 - a) All information required in Section 1005.050 Submission of Sketch Plan if no sketch plan has been submitted.
 - b) A key map showing the tract and its relation to the surrounding area.
 - c) A north arrow and graphic scale.
 - d) The name proposed for the tract or such part thereof as is proposed to be subdivided, which shall be original and not a duplication of the name of any previously recorded subdivision or development in St. Louis County. The developer shall include a certification from the Recorder of Deeds Office of St. Louis County to this effect.
 - e) The date of plan submission to the Department and the following names and addresses:
 - (1) The record owner or owners of the tract.
 - (2) The party who prepared the plat.
 - (3) The party for whom the plat was prepared.
 - (4) The engineer and land surveyor who will design improvements for and survey the tract or such part thereof as is proposed to be subdivided.
 - f) The approximate area of the tract stated in tenths (0.1) of an acre.
 - g) Preliminary plan for stormwater control measures and/or stream buffer areas. (O. No. 23553 - Adopted 3/31/08)
 - h) Sufficient existing and proposed contour data to indicate the slope and drainage of the tract and the high and low points thereof. Contour data shall extend one hundred and fifty feet (150') beyond the limits of the subdivision boundaries. U.S.G.S data is required.
 - i) The location of existing and proposed property lines, water courses, sink holes, areas within the tract subject to inundation by stormwater, railroads, bridges, culverts, storm sewers, sanitary sewers, easements of record, existing buildings including use or other identified improvements that are to remain, and significant natural features such as wooded areas and rock formations.
 - j) The location of existing and proposed streets including additional right-of-way along existing streets as required in Section 1005.180 1. j).
 - k) The results of any tests made to ascertain subsurface rock and soil conditions and the water table.

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- l) The Zoning District, including delineation of Flood Plain Zoning District, if any, and the Township, Range, Section, and U.S. Survey, School District, Fire District, Water Company, and other special districts in which the tract is located.
 - m) Any proposed alteration, adjustment, or change in the elevation or topography of any area in a Flood Plain Zoning District or shown on the Federal Emergency Management Agency's (F.E.M.A.) flood boundary and floodway maps.
 - n) Approximate area in square feet of minimum and maximum size of lots, if less than one (1) acre in area, and in acres and tenths of acres if one (1) acre or more in area, into which the tract is proposed to be subdivided.
 - o) Indicate approximate location of existing and proposed sidewalks and pedestrian walkways.
 - p) Indicate proposed building lines and setback requirements.
 - q) Proposed type of treatment or method of sewage disposal to include name of trunk line, lateral or qualified sewage treatment system, where applicable.
 - r) Density calculations – density shall be calculated by dividing the net area of a tract of land by the minimum lot area of the underlying zoning district. The net area is calculated by taking the gross area of the site and subtracting the area of any land that is not reclaimed from the floodplain. The number of lots or unit permitted shall be rounded down to the nearest whole number. (O. No. 23931 - Adopted 3/11/09)
 - s) For multiple family subdivisions the preliminary plat shall also include the following data:
 - (1) Parking ratio.
 - (2) The distance between structures. (O. No. 23931 - Adopted 3/11/09)
 - t) A certification by registered land surveyor or engineer who prepared the plat that the plat is a correct representation of all existing and proposed land divisions.
 - u) Fire District comments must be received prior to preliminary plat approval for developments that have a single ingress and egress, and where variances are requested for pavement width reduction, maximum cul-de-sac length and number of units or lots served on a cul-de-sac.
2. Development of parcels within the Flood Plain shall require approval of a Flood Plain Study in accord with Section 1003.101 of the Zoning Ordinance.
 3. Special Procedures - In the case of any subdivision developed under any special procedures in the Zoning Ordinance, which require the submission of development plans to the Department or the Director for review or approval, a concept plan required by the Zoning Ordinance shall include all information required on a sketch plan and may be used therefor. A development section plan required by the Zoning Ordinance shall comply with all requirements of this Chapter for a preliminary plat and may be used therefor.
 4. The Department shall review the preliminary plat with regard to requirements described in this Chapter as soon as practicable and:
 - a) If the plat is satisfactory, the Director or his authorized representative shall thereupon affix a notation of approval, date of approval, and his signature on the plat, denoting satisfactory compliance with the requirements of this Chapter. The plat shall be returned to the developer who may then proceed in compliance with Section 1005.070 of this Chapter.

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- b) If the preliminary plat is unsatisfactory, the Department shall give notice to the submitting party in writing, setting forth the conditions causing the disapproval, and the unsatisfactory conditions shall be remedied prior to further consideration by the Department.
 - c) Whenever a preliminary plat includes a proposed establishment of common land, and the Department finds that such land is not suitable for common land due to terrain, benefit to a small portion of the lot owners, difficulty of maintenance, or any similar reason, the Department may either refuse to approve such an establishment, or it may require the rearrangement of the lots in the proposed subdivision to include such land.
 - d) The approval by the Department of the preliminary plat shall be valid for a period of two (2) years from the date of approval or such longer period as the Director may determine to be advisable if after review by the Department such longer period is necessary to facilitate adequate and coordinated provisions for transportation, water, sewerage, schools, parks, playgrounds, or other public requirements. If no record plat of a subdivision of any part of the tract for which a preliminary plat has been approved is recorded within the two (2) year period, or such longer period as the Director shall permit, a re-submission and review thereof by the Department may be required.
5. A copy of the preliminary plat shall be transmitted by the Department to the Departments of Highways and Traffic and Public Works for their review and comments. (O. No. 12035 - Adopted 4/25/85)