

UDO Section 702.03

In order to be Accepted, Major Subdivision Primary Plat applications must include the following items as required by the Unified Development Ordinance (UDO) in Section 702. For complete lists of all standards of application and platting for major subdivisions or secondary plats, please see UDO Article 7 and UDO Appendix B:

- Application form executed by all fee simple *owners* and all contract purchasers or by all contract purchasers with the written consent of all fee simple *owners*.
- Filing fee
- A *primary plat* drawn according to the drafting standards of UDO Appendix B, including in the drawing:
 - *Legal description* of the *subdivision* including location by section, township and range.
 - Proposed name of the *subdivision* by the words “Primary Plat”.
 - A location sketch showing the general location of the *subdivision* in relation to the surrounding area shall be placed on the *primary plat*, generally in the upper right or left hand corner. It shall be drawn at a scale sufficient enough to show the relationship of the tract to be subdivided to existing roads, schools, parks, and similar facilities as well as adjacent properties and shall show the nearest cross streets in all directions.
 - Names and addresses of the *owner*, *subdivider*, and consulting engineer, land surveyor, or planning firm who prepared the plan.
 - Legend and notes including the scale, north point, and date.
 - Source of the *owner's* title to the land as shown by the last entry in the records of the *County Recorder*.
 - *County parcel* tax identification number(s).
 - Tract boundary lines showing dimensions, bearings, angles, and references to section, township, and range lines or corners.
 - Existing zoning of the tract corporate boundaries lying within or *contiguous* to the tract.
 - All section and municipal corporate boundaries lying within or *contiguous* to the tract.
 - Layout of lots showing dimensions and numbers and square footage of each *lot* excluding area within *right-of-ways*.

- *Building lines* showing *setback* dimensions throughout the *subdivision*.
 - Existing streets and rights-of-way on and adjoining the site of the proposed *subdivision* showing the names, roadway widths, approximate gradients, types and widths of pavements, curbs, and sidewalks.
 - Existing and proposed *easements* including the location, width, and purpose of such *easements*.
 - Location of natural streams, lakes, regulated drains, pipelines, power lines, utility *structures* and all other natural or man-made features.
 - The location and size of any proposed access or drive way. Written approval from the Clinton County Highway Department must be submitted with the application.
 - Boundary lines of floodplain areas on each *lot* as scaled from the flood plain *district maps* and regulations of the Zoning Ordinance.
 - If there is a *parent tract* remainder or other *parcel* which qualifies as an *Exempt Division* under the terms of this Ordinance, such land shall be shown on the drawing. Such *Exempt Division* may be shown based upon an existing deed description but shall not be assigned a *lot* number.
 - In case of *Replat*, all descriptive lines of the original *plat* being vacated shall be shown by dotted lines in their proper position in relation to the new arrangement of the *plat*, the new *plat* being clearly shown in solid lines. If the *primary plat* is to be divided into sections or phases of *development*, the boundaries and numbers of such sections shall be shown
 - All applicable certificates and notations as shown in Appendix B
- *Restrictive covenants* which are properly prepared and legally sound shall be incorporated in the *plat*, subject to the approval of the Administrative Division Review Committee, *Plat Committee* or *Plan Commission*.
 - The names and addresses of all interested parties as defined by *Plan Commission Rules* keyed to the location sketch.
 - The location and boundaries of any lots in a previously *approved* *Minor subdivision* which had the same *parent tract* as the *Major subdivision*. While said *Minor subdivision* lots shall be considered in the determination of *Major subdivision* classification, said lots do not need to be assigned *Major subdivision lot* numbers nor be considered part of the *Major subdivision plat*, unless said *Minor subdivision* lots contain *easements* and/or facilities which serve the *Major subdivision* lots.
 - The proposed public streets and ways to be shown on the *primary plat*.
 - *Parcels* of land proposed to be dedicated or temporarily reserved for schools, parks or other public or semi-public purposes, other than public streets or ways, to be shown on the *primary plat*.

- Topographic contours at typical interval of two feet if the general *slope* of the tract is less than ten percent or intervals of five feet if the *slope* is in excess of ten percent. Said contours shall be referenced to mean sea level elevations.
- A *soils report* of the area to be subdivided with soils interpretations for the proposed use of subject land as provided by the Soil and Water Conservation District and a written opinion from said *district* discussing any soil limitations for the proposed use.
- A sewage disposal plan which shows sewage disposal plans in detail according to design standards of UDO Section 703.06, including profiles of proposed sanitary and storm water sewers with grades and sizes indicated. All elevations shall be on the State Planes Coordinate System. For any improvements or systems which are to be owned and/or maintained by the property *owners* in the *subdivision*, a plan for establishing such ownership and for providing and financing such maintenance shall be provided. Documents and/or plans submitted under this section are subject to determination by the *Plan Commission* that they are adequate to ensure that the *participating locality* will not be held responsible in the future for such maintenance.
- An *erosion* control plan which identifies applicable areas of concern and problems addressed in UDO Section 703.20. The plan shall indicate the control strategies for these problem areas. The plan shall indicate the proposed individual practices to be used to accomplish the objectives of this Ordinance. Methods selected to control *erosion* shall be consistent with this Ordinance.
- A drainage plan which studies the existing and proposed drainage conditions and the practices to be used to accomplish the objectives of UDO Section 703.19 and the Clinton County Drainage Ordinance shall be submitted. The plan shall evaluate the ability of the proposed water course, channels, drainage tiles, farm tiles, *storm sewers*, culverts and other improvements to handle the run-off. Existing and expected drainage patterns shall be shown for each *lot*.
- Documentation sufficient to show that all applicable design and construction standards of UDO Section 703 are met.
- Documentation sufficient to show the nature and format of a home *owners'* association if one is to be established.