

# Preliminary Short Plat Submittal Requirements



- ☐ A pre-application meeting is required. Date meeting was held \_\_\_\_\_
- ☐ Land Use Application form, signed by property owner
- ☐ 13 full-size copies of the plat drawing (see MLMC 17.15.030 for formatting)
- ☐ 1 reduced-size copy of the plat drawing (11x17 or smaller)
- ☐ 3 full-size copies of the site plan drawing (see MLMC 17.15.040 for formatting)
- ☐ 1 reduced-size copy of the site plan drawing (11x17 or smaller)
- ☐ Fee (currently \$300)
- ☐ Traffic memo if more than 100 trips per day or more than 10 peak hour trips
- ☐ Plat certificate dated within past 30 days, same owner as signed the application
- ☐ Requests and justifications for any deviations to design standards, including a plot plan showing how a typical house will fit on the lot without the need for zoning variances
- ☐ Requests and justifications for any waivers or deferrals of street or utility improvements

## Other items to note:

1. Short plats are only allowed for 9 lots or fewer.
2. Any wetlands, shorelines, and/or habitat issues may require additional permits.
3. Access, street layout, pedestrian paths, etc. will be reviewed as part of the plat review.
4. One- and two-family residential plats require street frontage and perimeter landscaping. A tree plan for the subdivision will be required before building permits are approved for any of the lots.
5. Planter strips are required in residential areas.
6. Cul-de-sacs, flag lots, and through lots (double frontage) are not outright permitted and will need to be justified.