

Subdivision Application Case #: \_\_\_\_\_

Filing Date: \_\_\_\_\_

Pre / Final Plat Subdivision Fee:  
Application Fee: \$200 Plus: \$2/each lot



**CITY OF RUSSELLVILLE**  
**Planning and Zoning Department**  
220 N. Knoxville  
Russellville, AR 72801  
Telephone (479) 968-1002; Fax (479) 968-4327

**APPLICATION FOR A PRELIMINARY / FINAL PLAT SUBDIVISION**

*All items must be completed. Mark "NA" if Not Applicable. If additional space is needed, attach more pages to this form. Failure to provide a complete application could result in denial of application.*

**PROPERTY**

Address:

Legal Description:

**PROPERTY OWNER - WHO IS THE PROPERTY VESTED TO?**

Name

Address

Telephone

E-mail

**PERSON FILING APPLICATION (IF OTHER THAN OWNER) - Attach Appointment of Agent with Application**

Name

Address

Telephone

E-mail

**ZONING CLASSIFICATION:**

**(THERE ARE) (THERE ARE NO) DEED RESTRICTIONS PERTAINING TO THE USE OF THIS PROPERTY. ANY**

**ARE DESCRIBED AS:**

**APPLICATION SHALL INCLUDE in accordance with the Land Subdivision Development Code sections 4 and/or 5:**

1. Survey which includes the following elements (required for approval)

A. Name and Address of owner of record and subdivider

J. Lot lines with dimensions

B. Name of Subdivision

K. Building Setback lines with dimensions

C. Date of the plat, north point, and graphic scale

L. Lot and block numbers with all street and/or 911

D. Name of all Streets

M. Existing Easements, Buffer Strips and Public

E. True courses and distances to the 2 nearest est. sections

Utility Easements

F. Exact boundary lines, indicated by a heavy line

O. Location and description of all monuments

G. Streets and Alleys within and abutting the subdivision

P. Key map where more than one sheet is required

H. Street center lines with angles of deflection & bearing

Q. Location of tract by legal description and giving

I. Source of title giving deed record book and page

acreage

2. Construction Drawings - if applicable.

3. Letter of request.

4. Additional items as outlined in the LSDC including Certifications, Bill of Assurance and Minimum Floor Elevations.

Preliminary Plat approvals occur at Planning Commission, Final Plat approvals continue on to City Council.

**Under penalties of perjury, I declare that I have examined this application/petition, including accompanying materials and states, and to the best of my knowledge and belief, it is true, correct, and complete.**

Appeal Process: Any Applicant aggrieved by the determination of the City Council may, within thirty (30) days of such decision, appeal the determination to the Circuit Court.

**SIGNATURE OF REPRESENTATIVE:**

**SIGNATURE OF OWNER:**

**DATE:**