

**CITY OF LAKE OZARK
PLANNING AND ZONING DEPARTMENT
FINAL PLAT APPROVAL PROCESS**

After approval of the preliminary plat, the Subdivider may submit the final plat application form, along with the appropriate fee and any required supplemental information.

The applicant and/or the owner shall submit the original and 10 copies of the final plat, prepared in accordance with the Subdivision Regulations, to the Zoning Administrator at least fourteen days prior to the Planning Commission meeting at which the plat will be considered.

The names and signatures of the owner or owners of the property, duly acknowledged and notarized, shall appear on the original copies submitted.

The final plat, prepared for recording purposes, shall be drawn at a scale of at least 1"=100'. The plat shall be prepared on a 22" x 36" sheet. When the proposed plat is of unusual size, the final plat shall be submitted on two or more sheets of the same dimensions. If two or more sheets are required, an index map of the same dimensions shall be filed showing the entire development at a smaller scale. The dimensions indicated are standard for all final plats and compliance is mandatory. Title, description and other written data shall be located either right or left.

Final Plats shall contain:

1. Name of subdivision (not to duplicate or too closely resemble the name of any existing subdivision)
2. Location of section, township, range, county and state, including descriptive boundaries of the subdivision based on an accurate traverse, giving angular and linear dimensions which must be mathematically correct. The allowable error of closing on any portion of the plat shall be one foot in five thousand.
3. The location of existing monuments or bench marks shall be shown and described on the final plat. Location of such monument shall be shown in reference to existing official monuments or the nearest established street lines, including the true angles and distances to such reference points or monuments.
4. The location of lots; alleys, street and highway rights-of-way; parks and other features with accurate dimensions in feet and decimals of feet, with the length of radii and of arcs along with the intersection angle (delta) on all curves, and all other information necessary to reproduce the plat on the ground. Dimensions shall be shown from all angle points of curve on lot lines.
5. Lots shall be numbered clearly. Blocks shall be numbered or lettered clearly in the center of the block.

6. The exact locations, widths and names of all streets and alleys to be dedicated.
7. Boundary lines and description of the boundary lines of any area other than streets and alleys which are to be dedicated or reserved for public use.
8. Building setback lines on the front and side streets with dimensions.
9. Name, signature and seal of the registered land surveyor preparing the plat.
10. Scale of the plat (scale to be shown graphically and in feet per plat scale inch), date of preparation and north point, including basis for north.
11. Statement dedicating all easements, streets, alleys, and all other public areas not previously dedicated.

Supplemental information to be submitted with Final Plat:

1. A title report by an abstract or a title insurance company or an attorney's opinion of title, showing the name of the owner of the land and all other persons who have an interest in, or encumbrance on, the plat. The consent of all such persons shall be shown on the plat.
2. A certificate showing that all taxes and special assessments due and payable have been paid in full; or if such taxes have been protested as provided by law, monies or other sufficient escrows guaranteeing such payment of taxes in the event the protest is not upheld, may be placed on the deposit with such officials or governing bodies to meet this requirement.
3. A copy of any deed restrictions applicable to the subdivision.

Within 30 days after the submission of a final plat, the Planning Commission shall approve, conditionally approve, or disapprove the final plat. After approval by the Planning Commission, the Governing Body shall either accept or reject the dedication of land for public purposes within 30 days after the next meeting of the governing body. The action of the Planning Commission and the Governing Body shall be conveyed to the Subdivider in writing within ten days of the meeting of the governing body at which the plat was considered. If the final plat is disapproved, the Subdivider shall be notified of the reasons for such disapproval.

CITY OF LAKE OZARK, MISSOURI

FINAL PLAT APPLICATION

Return Form to:

City Hall- Planning & Zoning Director
3162 Bagnell Dam Blvd
P.O. Box 370
Lake Ozark, MO 65049

Case Number: _____

Date filed: _____

Date of Meeting: _____

1. Owner's Name: _____

Owner's Address: _____

City/State/Zip _____

Owner's Phone Number: _____

2. Applicant's Name: _____
(if different from owner)

Applicant's Address: _____

City/State/Zip _____

Applicant's Phone Number: _____

3. Engineer who prepared the Plat: _____

Engineer's Address: _____

City/State/Zip _____

Engineer's Phone Number: _____

4. Legal Description of Property: Section: _____ Township: _____ Range: _____

5. Location of Property by Streets: _____

6. Present Zoning of Property: _____

7. Present Use of Property: _____

8. Number of Acres in Total Tract: _____ Number of Lots: _____

9. Proposed Name of Subdivision: _____

Owner's Signature: _____ **Date:** _____

Applicant's Signature: _____ **Date:** _____
(if different from owner)

Engineer's Signature: _____ **Date:** _____