



THE PLATTING PROCESS

PRELIMINARY PLAT
Development application is submitted with conceptual plans and technical reports which staff reviews to make sure all required materials are included.



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PRE-APPLICATION

Potential developer submits a concept for staff to review for code compliance and to identify major issues. This free service ensures applicants are aware of issues with development of the site. Pre-Applications are not a public process because many never result in a development application.

PRELIMINARY PLAT
City staff reviews submittals and provides corrections/comments/requests for more information to applicant to achieve compliance with adopted codes and standards. Environmental review is conducted, if applicable.



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PRELIMINARY PLAT

Notice of Application is issued;
City seeks comments from affected neighbors, agencies, and members of the public. Comments are accepted up to (and during) the public hearing.

PRELIMINARY PLAT
Public hearing is held;
the Hearing Examiner reviews the file (including public comments), and takes testimony from meeting attendees. Hearing Examiner may approve, approve with conditions, or deny the proposal



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PRELIMINARY PLAT

Staff prepares a report to Hearing Examiner analyzing the proposal's compliance with code requirements and makes a preliminary recommendation. All application materials and public comments are sent to the Hearing Examiner.

SITE CONSTRUCTION
Applicant submits detailed construction plans for site development consistent with preliminary approval. Construction plans include grading, internal roadways and improvements to public roads, installing utility lines and upgrading infrastructure.



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PRELIMINARY PLAT

Decision is issued 10 days after hearing with any conditions of approval. The preliminary approval is valid for ten years.

FINAL PLAT
After construction is complete and approved by City Public Works staff, applicant submits final plat map. Traffic and park impact fees are paid.



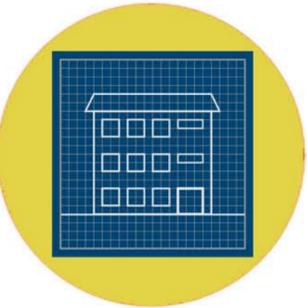
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SITE CONSTRUCTION

City reviews construction plans to ensure they are consistent with applicable standards and preliminary approval. Permit is issued, and site construction work begins.

BUILDING PERMIT
After the final plat is recorded the builder can apply for building permits to construct the houses. Utility connection and school impact fees are paid.



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FINAL PLAT

City reviews for consistency with preliminary approval. When approved, the map gets recorded with the County Auditor and the lots are officially created. Each new lot is assigned a tax parcel number and a City address.