

**CITY OF FORT SMITH, ARKANSAS
MAJOR PRELIMINARY PLAT SUBDIVISION
APPLICATION**

Please fill out this form completely and submit all required information and documentation to support your request.

A. Contact and General Information

Name of Firm Submitting Plat: _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____

Fax Number: _____

E-mail Address: _____

Explain Purpose of Plat: _____
(attach separate sheet
if necessary) _____

B. Required Plat Information

Note: If a checklist item does not apply to your plat, mark the item as not applicable and attach an explanation to the checklist.

- 1. Plat printed on 18" x 24", 22" X 34" or 24" x 36" sheets.
- 2. Name of subdivision.
- 3. Name and addresses of owners, developers, engineers, and surveyors.

Required Plat Information

- 4. Vicinity Map at a scale not less than 1" = 500'
- 5. Date, scale (1"= 100' maximum), and north arrow.
- 6. Current and proposed zoning designations.

7. Legal description of property (preliminary plats shall include all contiguous land under the same ownership) including boundary dimensions sufficient to accurately locate the property.
8. Adjoining subdivisions/lots/streets/alleys/easements.
9. Subdivision acreage.
10. Original lot configuration shown with dashed lines when replatting existing lots.
11. Topographic information at two-foot internals, including physical features, buildings, streams, drainage facilities, etc.
12. Flood boundaries as identified on the official Flood Insurance Rate Map (FIRM).
13. Location and dimensions of proposed streets, alleys, easements, and lot lines.
14. Street names, lots and block numbers.
15. Preliminary street centerline curve radii and right-of-way widths.
16. Proposed drainage facilities, including approximate structure sizes and types.
17. Location and purpose of easements, including existing and proposed public and private water and sanitary sewer lines. Show existing franchise utilities. Identify book and page, where applicable.
18. Proposed buildings and other development features where applicable on commercial, industrial, and multi-family developments.
19. Technical Studies (e.g. Traffic Impact Analysis, Traffic Information Statement, etc.)
20. Application Fee Submitted - \$200 + \$4 per lot; \$600 maximum

C. Submission Instructions

Submit checklist with ten copies of the plat folded and submitted to:

Fort Smith Planning Department
623 Garrison Avenue; Room 331
Fort Smith, AR 72901

or Fort Smith Planning Department
P. O. Box 1908
Fort Smith, AR 72902

D. Additional Information

If you have questions about the plat checklist, contact the Fort Smith Planning Department at 479-784-2216.

E. Departmental Review

DO NOT WRITE BELOW - FOR PLANNING DEPARTMENT USE ONLY

Date Application and plats submitted: _____

Date plat accepted as complete: _____

Date plat determined as incomplete: _____

