

SUBDIVISION APPROVAL PROCESS

BEGIN HERE **APPLICATION TYPES**

PARTITION

- ▶ On an existing street, and
- ▶ No new infrastructure required (except sidewalks), and
- ▶ No more than two lots

MINOR SUBDIVISION

- ▶ On an existing street, and
 - No new infrastructure is required (except sidewalks); or
 - Up to four lots requiring improvements with approved construction plans

MAJOR SUBDIVISION

- ▶ A new or extended street is required, or
- ▶ Improvements in the right-of-way are required (other than sidewalk only), or
- ▶ Dedication of right-of-way for new public road or utility is required, or
- ▶ Executive Director determines that the degree of dedication, reservation, improvements required or environmental conditions of the site warrant construction drawings

PROCEED TO FINAL PLAT

Major revision requires revision to concept plan

No revisions

STEP 2: DEVELOPMENT PLAN

No revisions or minor revision to approved concept plan – administrative approval

Construction plans required

No construction plans

STEP 1: CONCEPT PLAN

- ▶ Notification required
- ▶ Planning commission approval required (preliminary plan)

STEP 3: FINAL PLAT

Administrative Approval for:

- ▶ Two lots or less – meets requirements of subdivision regulations
- ▶ Consolidation – meets requirements of subdivision regulations
- ▶ Approved concept plan and development plan (if required) and no revisions or minor revisions

MPC Approval needed for:

- ▶ More than two lots not a consolidation no approved concept plan

**END
PLAT
RECORDED**