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

STEP 1: CONCEPT PLAN
► Notification required
► Planning commission approval required (preliminary plan)

STEP 2: DEVELOPMENT PLAN
No revisions or minor revision to approved concept plan – administrative approval

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

PROCEED TO FINAL PLAT

Major revision requires revision to concept plan

No revisions

Construction plans required

No construction plans

END
PLAT
RECORDED