

502.4.3 Major Subdivisions

Any subdivision not meeting the requirements of Section 502.42 shall be considered as a major plat and subject to a two-step review process; 1) review of the preliminary plat, and 2) review of the final plat.

502.4.4 The Preliminary Plat

The purpose of the preliminary plat is to provide a graphic statement of the proposed development of a tract of land. The preliminary plat shall include construction plans to be approved by the City Engineer. No work shall be permitted on land to be subdivided until the preliminary plat has been approved by the Planning Commission. The preliminary plat is “preliminary” in the sense that the Planning Commission may make recommendations for improving the design or improvement standards before they become finalized on the land. Upon approval of the preliminary plat by the Planning Commission, the developer is authorized to proceed with the development of the approved plan and the construction of public facilities. If the proposed subdivision is to be constructed in more than one phase, the developer shall show the entire proposed development on the preliminary plat. Phases shall occur in such a way as to minimize the cost of extending utilities.

502.4.4.1 Submission

The developer shall apply for approval of a preliminary subdivision plat on the application form provided by the Department of Codes and Planning. The completed application shall be submitted to the Codes Administrator along with the plat and the Plat Requirements Checklist in accordance with the requirements of Section 503. The preliminary plat shall be prepared by a registered engineer at a scale of not less than one hundred (100) feet per inch and shall be on one or more sheets 24 x 36 inches in size. When preliminary plats are being submitted for development, the location of at least three (3) physical monuments shall be labeled as to their State Plane Coordinate position expressed in U.S. Survey Feet based upon NAD 83 KY South Zone and all parcel lines and street centerlines shall be geometrically tied to these monuments.

502.4.4.2 Number of Copies

The developer shall submit six (6) copies and a digital copy of the preliminary plat with required construction drawings and supplementary information to the Codes Administrator for distribution to the Development Review Team (DRT) and the Planning Commission for review and recommendations and copies of construction plans to be submitted.

502.4.4.3 Plat Review

The DRT shall conduct a technical review of the plat and submit written comments to the Planning Commission at the Planning Commission work session. These comments will focus on any concerns or conditions to be met in gaining approval that need to be addressed regarding the plat. The Planning Commission shall review the report of the DRT and shall receive additional information at its regular work session. The developer or an authorized representative shall be present at the meeting to answer questions or provide additional information. The intent of the work session is to generate discussion and provide pertinent information needed by the Planning Commission in their decision-making process. Any conditions to be met in gaining approval shall be met before the plat

can be voted on, with any exceptions being determined by the Planning Commission. Final consideration of the proposed preliminary plat will normally be made during a Planning Commission business meeting (regular or special called). In determining whether a preliminary plat shall be approved, the Planning Commission shall consider the following:

- (1) Conformance with plat requirements.
- (2) Adequate infrastructure to support development, interconnection of proposed streets with existing or future streets, and location of all public and semi-public spaces and buildings to include parks, schools, homes, utilities, businesses and industries.
- (3) Distribution of population and traffic in a manner so as to create conditions favorable to health, safety, convenience, efficiency, sustainability, and the harmonious development of the community.
- (4) Comments from other agencies and officials. Notice shall be given to other local governments if the subdivision includes a street extending into their jurisdiction.
- (5) Comments expressed by the public at the Planning Commission meeting.
- (6) Conservation/protection of natural resources.

Regarding highway access, a preliminary plat may receive conditional approval pending receipt of an access permit from the state highway department (if applicable).