



Planning & Zoning Department  
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## Approval of a Preliminary Plat Checklist

**(Due to Community Development 14 days prior to Planning Commission meeting date)**

For Planning Commission meeting dates visit <http://www.enid.org/index.aspx?page=374>.

- 1. Applicant name, address, email, and phone number.
- 2. Architect/Engineer name, address, email, and phone number.
- 3. Address and legal description of property.
- 4. Recommended meeting with applicant and staff.
- 5. Zoning classification of property.
- 6. Preliminary Plat must contain the following: [Section 12-4-4](#)
  - A. Name of the subdivision.
  - B. Names of adjacent and adjoining subdivisions and the owners of adjoining parcels of unplatted land.
  - C. Names and addresses of the subdivider, owner, and engineer or surveyor.
  - D. Location by section, range, township, city, county, state.
  - E. Names of any streets adjoining the proposed subdivision.
  - F. Boundaries of the subdivision indicated by a heavy line and the approximate acreage.
  - G. Location, width, and name of any existing or platted street, railroad right-of-way, sidewalk, easement, park, permanent building, section or corporate boundary.
  - H. Existing and proposed zoning of the subdivision and all adjoining land.
  - I. Existing contours with intervals of not more than two feet; elevations are to be based on seal level datum.
  - J. Drainage channels defined flood hazard areas, power transmission poles and lines, and any other significant physical characteristic.
  - K. Vicinity map.

- \_\_\_ L. Date of preparation, scale of map, north arrow.
- \_\_\_ M. Location and principal dimensions for all proposed streets, sidewalks, alleys, easements, lot lines and areas to be reserved for public use.
- \_\_\_ N. Provisions for water supply.
- \_\_\_ O. Provisions for sewage disposal.
- \_\_\_ P. Provisions for drainage and flood control.

7. Preliminary Plat application and electronic (pdf) copy of preliminary plat emailed to [kruther@enid.org](mailto:kruther@enid.org).

8. \$50.00 filing fee.

If you have any questions, please contact Chris Bauer at [cbauer@enid.org](mailto:cbauer@enid.org) or call (580) 616-7217  
THANK YOU!