



CITY OF GREENSBURG
Secondary Plat / Final Detailed Plan

\$200 + \$5 per lot

Building, Planning, & Zoning Office
314 West Washington St
Greensburg, IN 47240
Office: 812-662-8495

Petitioner's Name: _____ **Phone:** _____

Address: _____

Present Use/Zoning of Property: _____

Project Description: I (we), the above-listed petitioner, request a Secondary Plat for property located at:

Name of Subdivision _____ **Number of lots:** _____

Parcel Number: _____ **Primary Plat or Preliminary Plan Approval Date:** _____

Owner's Contact Information: *If the petitioner is not the landowner, then the petitioner must provide a notarized Letter of the Owner's Consent bearing the owner's original signature.*

Name: _____ **Phone:** _____

Address: _____

Attachments:

Please see the checklist for detailed information about the required attachments.

- 1. Proposed Construction Plans (legal description)
- 2. Surety for Improvements (if not completed)
- 3. Proposed Final Plat
- 4. Application Fee

Registered Engineer or Surveyor Contact Information:

Name: _____ **Phone:** _____

Address: _____

The undersigned states the above information is true and correct as (s)he is informed and believes.

Petitioner or Agent Signature

Date

State of Indiana) County of Decatur) SS:

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public – Signed

Printed

Residing in _____ County

My Commission expires _____

SECONDARY PLAT or FINAL DETAILED PLAN

PETITION CHECKLIST GREENSBURG AREA PLAN

The following items must be submitted before a Secondary Plat or Final Detailed Plan petition can be scheduled for a public hearing. Any questions regarding these items should be directed to the Plan Commission office at (812) 662-8495.

1. Application Form with original signatures (attached):

If the petitioner is not the landowner, then the petition shall include a notarized Letter of the Owner's Consent bearing the owner's original signature.

2. Secondary Plat – 2 large sets, 1 Stapled Set (11" x 17"):

The secondary plat shall include information per Section 153.07 of the Greensburg Code in addition to the following:

- A. Restrictive Covenants including clauses as outlined in Section 153.07 (E) (22)
- B. Construction Drawings shall include the following information required in the Greensburg Design Standards
 - a. **Topographical Features Map:** A map noting significant physical and topographical features of the tract. For plans containing more than 2 lots, a topographical map at typical contour intervals, meeting the requirements of the Greensburg Design Plan, which extends 100 feet beyond the boundary lines of the proposed tract must be submitted. A such map should also show the direction of the flow of surface water runoff from the site.
 - b. **Street Profiles:** Profiles showing existing and proposed elevations along centerlines of all streets, including radii of all curves, lengths of tangents, central angles on all streets, and intersection details.
 - c. **Street Cross-Sections:** Plans and profiles showing the location and typical cross-section of all streets including curbs, gutters, sidewalks, right-of-way, drainage facilities and easements, manholes, and catch basins.
 - d. **Street Systems:** Plans showing each street's functional classification and the location of all street trees, streetlights, street signs, sidewalks, and/or pedestrian pathways, and permitted on-street parking areas.
 - e. **Utility Systems:** Plans showing the location, size, and invert elevations of existing and proposed sanitary sewers, stormwater drains, water lines, gas lines, and fire hydrants, connections to existing or proposed utility systems, and the exact location and size of all underground utilities and structures.
 - f. **Grading Plan:** a site grading plan for the entire subdivision.
 - g. **Street Signs & Street Lights:** A map showing the proposed locations of all street signs and streetlights.

- h. Significant Features:** Indication of the location, size, elevation, and other appropriate descriptions of any other existing physical and natural features or facilities including floodplains, water bodies, trees, the points of connection to proposed facilities, and utilities, and the approximate high- and low-water elevations of all ponds, lakes and streams.
- i. Other Approvals:** Copies of any necessary approvals from other agencies, such as any required approvals from the U.S. Army Corps of Engineers, Indiana Departments of Environmental Management, or Indiana Department of Natural Resources regarding modifications to wetlands or the regulatory floodplain.
- j. Other Features:** Any other construction details required to be shown by the City Planner, Technical Review Committee, or applicable adopted Greensburg Design Standards.

3. Warranty Deed, Quitclaim Deed, or Contract:

The deed or contract must be executed and recorded.

4. Filing Fee: \$_____

Cash, Check, or Money Order payable to the City of Greensburg. The filing fee is not refundable.

5. Secondary Plat and Final Detailed Plan Approval Process:

Following the submittal of the complete application, the Secondary Plat or Final Detailed Plan will be scheduled for review by the City Plan Commission for final action. The Secondary Plat will expire 12 months after approval unless duly recorded with the County Recorder's Office.

6. Plat Recordation Process:

*Following plat approval, and prior to plat recordation, the petitioner shall route one set of **as-built** construction plans to the Plan Director and electronic CAD form.*

Please Note: The public hearing for this project will be continued to the following month if supplemental information is submitted less than 10 days prior to the hearing date.