



PRELIMINARY SUBDIVISION PLAN

A preliminary subdivision plan lays the basic design for a subdivision and serves as the model on which the final plan or plat is based. The preliminary plan must be approved by both the Minnehaha County Planning Commission and the Minnehaha County Commission.

The Planning Commission meets the fourth Monday of each month (except December and holidays) and the application deadline is 3-1/2 weeks before that meeting. Following a decision by the Planning Commission, the plan goes to the County Commission on the third Tuesday of the following month. The complete application shall include the application form (attached), the \$250 non-refundable application fee and three copies of the preliminary plan.

The following information shall be included on the Preliminary Subdivision Plan:

- The name and location information of the subdivision. All subdivision names are subject to approval by the Planning Director.
- The names and platting pattern of any adjacent subdivisions and indications of any adjoining unplatted land.
- The correct legal description, scale of the plan, and a north arrow.
- The owner, developer, and surveyor's names and telephone numbers.
- A vicinity map, showing the location of the property at least one mile in every direction.

- The boundaries of the proposed subdivision referenced to the U.S. Public Land Survey, and the total acreage of the site.
- The location and width of all proposed and existing road rights-of-way, existing structures, easements, railroad rights-of-way, streams and water courses, lakes, wetlands, rock outcroppings, wooded areas, and other similar significant features.
- The boundary lines of any flood hazard areas.
- Existing contours at vertical intervals not greater than five feet.
- The lot and block numbering pattern, lot lines and road names.
- Approximate dimensions and acreage of all lots.
- Certificates for approval by the County Planning Commission and County Commission.
- A preliminary drainage and grading plan showing the existing drainage patterns and proposed cut and fill work
- An erosion control plan showing how erosion, siltation, and stormwater runoff will be controlled

Approval of a preliminary subdivision plan indicates approval of only the development concept and no zoning or building permits can be issued based on an approval of this plan. The approval of a preliminary plan shall be effective for a period of three years, at the end of which time approval of the final subdivision plat or a portion thereof must have been obtained from the County. If the final plat has not been approved, the approval of the preliminary plan will expire and the developer will be required to resubmit a new preliminary plan for approval.

**PRELIMINARY SUBDIVISION PLAN
APPLICATION CHECKLIST**

be sure to include:

- Name and location information of the proposed subdivision
- Designations of adjoining subdivisions and unplatted properties.
- Correct legal description, scale of the plan, north arrow
- Names and phone numbers of the property owner, the developer and the surveyor
- Vicinity map showing the subdivision and property at least one mile in each direction
- Boundaries of the subdivision and acreage of the development
- The location and width of all proposed and existing road rights-of-way, existing structures, easements, railroad rights-of-way, streams and water courses, lakes, wetlands, rock outcroppings, wooded areas, and other similar significant features
- Boundary lines of any flood hazard areas
- Contour lines at no more than a five-foot contour interval
- Lot and Block numbering pattern along with approximate lot dimensions and acreages
- Road names
- Approval Certificates for both the Planning Commission and County Commission
- Preliminary drainage and grading plan
- Erosion control plan
- \$250 non-refundable application fee



PRELIMINARY SUBDIVISION PLAN APPLICATION

Minnehaha County Planning Department, 415 N. Dakota Avenue, Sioux Falls, SD 57104, (605)367-4204

By submitting this preliminary plan for approval the property owner authorizes representatives of Minnehaha County to enter the property now and in the future for inspection purposes.

Plat Name and Legal: _____

Owner Name and Number: _____

Contact Name and Number: _____

Surveyor Name and Number: _____

Acreage: _____

Current Land Use: _____

Current Zoning: _____

Proposed Land Use: _____

Petition No.:	_____
Date:	_____
Filing Fee:	\$250.00
Receipt No.:	_____

FILING FEE IS NON-REFUNDABLE