

City of Ottawa Community Development Department

101 S. Hickory, P.O. Box 60
Ottawa, KS 66067
Phone (785) 229-3620 Fax (785) 229-3625
www.ottawaks.gov

Preliminary Plat Application

Date submitted: _____

Application Fee: \$150.00 plus \$5.00 for every lot.

Name of Subdivision: _____

Name of Applicant: _____

Address: _____

Phone: _____ Fax: _____ E-Mail: _____

Names of Local Agent: _____

Address: _____

Phone: _____ Fax: _____ E-Mail: _____

Owner of Record: _____

Address: _____

Phone: _____ Fax: _____ E-Mail: _____

Surveyor: _____

Address: _____

Phone: _____ Fax: _____ E-Mail: _____

Proof of Ownership: _____

(Copy of Deed – Contract for Purchase)

Subdivision Location: _____

Total Acreage: _____ **Zoning:** _____ **Number of Lots:** _____

Legal description: _____

Owner/Applicant/Agent signature

Date

Submittals	Number of Copies
1 st	21 – 24 X 36
2 nd	7 – 24 X 36
Final	4 – 24 X 36 and 19 – 11 X 17