

\$ 50.00 filing fee
25.00 per lot
10.00 ad fee

Hearing Date: _____

APPLICATION FOR PRELIMINARY PLAT

Name of Applicant: _____
Address of Applicant: _____
Phone # (home): _____ (work) _____

Location of property to be platted: _____

Present Zoning of Property: _____
Name of Surveyor or Engineer: _____

Approximate cost of work to be done: _____
Copies of plat submitted with this application: _____

I, _____, agree to mail certified form letters to all adjoining property owners (includes owners of real estate at corner, across streets alleys or easement, as well as others who may share a common boundary) at least **thirty (30)** days prior to the public hearing and return the proof of mailing and receipts to the Plan Commission at least one (1) working day prior to meeting. ***Names and addresses for the certified letters provided to applicant by the Plan Commission staff at time of filing Preliminary Plat application.***

(Date)

(Signature of Applicant)

Hearing on this matter will be held on _____ at 6:30 p.m. in City Hall, 101 W. Main Street. As a property owner in the vicinity, you are given notice so that you may be aware of your opportunity to attend this hearing and to ask any questions or voice any objections you may have. For additional information you may need, contact the Building Inspector at his office in City Hall, phone #: (812) 265-8324.

MADISON CITY PLAN COMMISSION

(This application may be used to send to adjoining property owners.)

MAILING INSTRUCTIONS

1. Mail the meeting notice to the property owner certified mail/return receipt at least ten (10) days prior to the meeting.
2. Return the mailing stubs AND green certified cards (signed by the neighbor) to the Plan Commission office at least one (1) working day prior to the meeting. WITHOUT THE CARDS, YOUR APPLICATION WILL NOT BE HEARD. Also, any returned letters are to be provided to the Plan Commission.
3. The applicant or representative must be present at the meeting.

If you have questions or need assistance, please contact the Plan Commission office (Louann) at 812-265-8324.

Louann – email: madisonpc@madison-IN.gov