

Preliminary and Final Plats Submittal Requirements



Current Planning Division
Planning and Development Services Department
8500 Santa Fe Drive - Overland Park, KS 66212
913/895-6217 - Fax 913/895-5013
E-mail: pod@opkansas.org

Planning and Development Services Department

www.opkansas.org

Submittal Requirements for a Preliminary Plat

- Completed Plat Application Form and Application Cover Sheet.
- Five (5) printed copies of the plat drawing, a maximum size of 30" x 36".
- One (1) digital copy of the plat drawing in Adobe Acrobat format (PDF), 300 dpi or greater resolution. May be e-mailed to pod@opkansas.org.
- A current title report and/or an American Land Title Association (ALTA) survey, as directed by the city staff, in accordance with UDO Section 18.140.250.
- For residential subdivisions in districts R-1, R-1A, and R-2, a master fencing and screening plan as required by UDO Section 18.460.220.
- Preliminary Stormwater Management Study in accordance with ES Policy #3-01.
- Additional Engineering Studies, if required (i.e. Traffic, Flood, or Geomorphological Study)

Submittal Requirements for a Final Plat

- Completed Plat Application Form.
- Five (5) printed copies of the plat drawing, a maximum size of 30" x 36".
- One (1) digital copy of the plat drawing in Adobe Acrobat format (PDF), 300 dpi or greater resolution. May be e-mailed to pod@opkansas.org.
- A current title report and/or an American Land Title Association (ALTA) survey, as directed by the city staff, in accordance with UDO Section 18.140.250.
- Calculation sheet as required by UDO Section 18.140.270.
- Condominium or Townhome plats may require multiple sheets, with the first sheet containing all standard platting information. Condominium plats must be accompanied by:
 - A copy of the Declaration of Condominium.
 - A certified copy of the floor plans that it is an accurate copy of portions of the building plans as approved by the City of Overland Park.
- For residential subdivisions zoned R-1, R-1A and R-2, with tracts or easement for thoroughfare screening, a landscape plan in accordance with UDO Section 18.140.250.

Additional items may be required during the plat review process and before recording the final plat, along with fees such as Excise Tax and Plat Recording Fee. For information regarding specific content of a plat drawing, contact the Planner of the Day at 913-895-6217.

For technical requirements see UDO Sections 18.140.250 and 18.140.270 at the following link:
<http://www.opkansas.org/Doc/18140-Applications-and-Procedures.pdf>

Refer also:

Johnson County Subdivision Plat Checklist and Transmittal, K.A.R. 66-12-1 Kansas Board of Technical Professionals Minimum Standards For the Practice of Land Surveying, and relevant Kansas State Statutes.