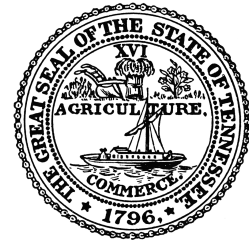




**City of Mount Pleasant**  
“Experience Our History.....Explore Our Possibilities”  
**Department of Planning and Zoning**



## Application Procedure for Amendments

### 2-104 Final Subdivision Plat (Minor and Major Subdivisions)

#### 2-104.1 Application Procedure and Requirements

A sub-divider shall file with the planning commission a final plat. The plat shall be prepared in accordance with Section 5-104 and:

1. Include the entire subdivision, or section thereof, for which final approval is sought;
2. Be accompanied by a minimum of ten (10) copies of the final subdivision plat as described herein.
3. Comply substantially with the preliminary plat, where such plat is required;
4. Be presented at the office of the enforcing officer at least fourteen (14) days prior to the regular meeting of the commission at which it is to be considered;
5. Be accompanied by formal irrevocable offers of dedication to the public of all public ways and uses, utilities, parks, and easements, in a form approved by legal counsel, as applicable. (The subdivision plat shall be marked with a notation indicating the formal offers of dedication as shown in Article V of these regulations.);
6. Be accompanied by a performance bond, if required, in a form satisfactory to legal counsel and in an amount adequate to complete the required improvements. It shall include provisions that the principal of the bond shall comply with all the terms of the resolution of final subdivision plat approval, as determined by the planning commission, including, but without limitations, the performance of all required subdivision and offsite improvements, and that all improvements and land included in the irrevocable offers of dedication shall be dedicated to the planning commission free and clear of all liens and encumbrances on the premise(s);
7. Be accompanied by written assurance from any public utility companies serving the area of the subdivision that necessary utilities will be installed and by proof that the applicant has submitted petitions in writing for the creation or extension of any utility districts as required by the planning commission upon preliminary plat approval; and
8. Be accompanied, if the final plat contains open space, or recreational facilities, or if any portion of the site is in common ownership, by the following documentation for approval by the planning commission:
  - a. plans for improvement and maintenance of the open space or facilities located thereon;
  - b. articles of incorporation and bylaws of the co-owners association or other legal entity (where open space or facilities are to be deeded to co-owners association by similar organization acting on behalf of the joint owners of said property) charged with improving or maintain the open space or facilities, and declaration of covenants and restrictions pertaining to each and every property within the subdivision; and
  - c. declaration of covenants and restriction pertaining to open space and facilities which assure the continued use of said facilities for the purpose intended, where open space or facilities are to be retained by the developer.