



Minor Subdivision / Replat (5 or fewer lots) Application

1. Applicant or Project Name: _____
2. Address(s) and/or Legal Description(s) of parcels: _____

3. Schedule a pre-application conference and submit a scale drawing or survey of the proposed subdivision.
4. Construction Plans for any proposed public or common improvements in pdf electronic format must be submitted according to the City of Millersville Code of Ordinances Appendix A - Article 5. Section 103.
5. Please include 2 paper copies if sized greater than 11 inches x 17 inches and 1 electronic file in pdf format of the Subdivision Plat depicting the all applicable items found in the City of Millersville Code of Ordinances Appendix A - Article 5. Section 104. - Final Subdivision Plat.
6. A fee based on the following made to the order of *the City of Millersville*

* Review fee based on one (1) plat revision; multiple reviews may generate additional fees.

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| a. Plat Review Fee: | \$300.00 |
| b. Engineering Review Fee: | \$350.00 |
| Engineering Review Fee per Lot @ \$15.00 | \$_____ |

Total Fee Amount: _____

Paid by: CASH OR CHECK #: _____ Date: _____

Signature of Applicant: _____

Please print name & title: _____

7. Following Planning Commission approval, please submit the Final Subdivision Plat to the City. The applicant is responsible for obtaining all necessary signatures and stamps before Planning Commission signature and recording.