

City of Raymore Unified Development Code

Section 470.130 Final Plat

A. Applications

1. An application for a final plat may be obtained from the Development Services Director. The application must be completed in its entirety in accordance with Section 470.010C and submitted at least 60 days prior to the date of the meeting. Final plats must be submitted in form, size and number as required by the Development Services Director, and must include all information required by the application packet.
2. For commercial or industrial zoned property, the developer has the option of submitting the application 30 days prior to the date of the meeting on which the plat is to be heard.
3. The date of the regular meeting of the Planning and Zoning Commission at which the final approval of the subdivision plat, (including any adjourned date thereof) is recommended, will constitute the official submittal date of the plat at which the 60 day period required by Section 89.420, RSMo., for formal approval or disapproval of the plat commences.

B. Review of Plans

The Director of Public Works shall review all engineering drawings in order to determine whether such drawings are consistent with the approved preliminary plat and comply with the design standards. If such drawings are consistent and so comply, the Director of Public Works shall forward to the Planning and Zoning Commission a notice that they so conform and comply. In the event that the drawings do not so conform and comply, the Director of Public Works shall notify the subdivider of the specific manner in which such drawings do not so comply, and the subdivider may then correct such drawings. If such drawings are not corrected, the Director of Public Works shall forward to the Planning and Zoning Commission a notice as to the items of non-conformity or non-compliance. The Planning and Zoning Commission shall not consider a final plat until the Director of Public Works has approved the plans and engineering drawings.

C. Procedure *(Amendment 16 – Ordinance 2013-056 8.26.13)*

1. Development Review Committee Review

Upon receipt of a complete application, the Development Services Director will distribute copies of the final plat and supportive information to the Development Review Committee. The application will be reviewed by the Development Review Committee for compliance with applicable regulations of this Code.

2. Planning and Zoning Commission Recommendation

- a. Within 30 days after consideration of the final plat, the Planning and Zoning Commission will submit a recommendation to the City Council to approve, approve with conditions or disapprove the final plat. If the Planning and Zoning Commission recommends disapproval of the final plat, it must advise the subdivider in writing of the reasons for such recommendation within 10

days after such action. If the Planning and Zoning Commission fails to act on the final plat within 60 days after it has been considered for final approval, it will be deemed to have been recommended for approval.

- b.** If a motion on an application fails, the Planning and Zoning Commission shall be required to propose and vote on a counter motion on the application. If a tie vote of the Commission, or if no majority vote of the full membership of the Commission can be obtained on a recommendation to be made, the application will be forwarded to the City Council with no recommendation..

3. City Council Action

- a.** Following review and recommendation by the Planning and Zoning Commission, the final plat will be transmitted to the City Council for final action. The City Council will either approve or disapprove the final plat and accept or reject the dedication of land for public purposes within 30 days after the first meeting of the City Council following submittal of the plat to the City Clerk.
- b.** The action of the Planning and Zoning Commission and the City Council will be conveyed to the subdivider in writing within 10 days of the meeting of the City Council at which the plat was considered. If the final plat is disapproved, the subdivider will be notified of the reasons for such disapproval. Acceptance of dedications will be indicated over the signature of the Mayor and attested by the City Clerk. If the City Council rejects any dedications on the final plat, it will advise the subdivider in writing of the reasons for the rejection.

D. Findings of Fact

The Planning and Zoning Commission will recommend approval, and the City Council will approve a final plat if it finds that the final plat:

- 1.** is substantially the same as the approved preliminary plat;
- 2.** complies with all conditions, restrictions and requirements of this Code and of all other applicable ordinances and design standards of the City; and
- 3.** complies with any condition that may have been attached to the approval of the preliminary plat.

E. Phased Submittal of Final Plat *(Amendment 19 – Ordinance 2014-063 9.8.14)*

An approved preliminary plat may be submitted for final plat approval in separate geographic units rather than as a whole, provided the following conditions are met:

- 1.** the preliminary plat must include a proposed phasing plan. The phasing plan may be amended at the time of any final plat application. Amendments to the phasing plan are subject to review by the City staff and Planning and Zoning Commission and approval by the City Council.
- 2.** each single-family residential plat shall include at least twenty (20) lots;
- 3.** a final plat application is submitted within one year of the date of preliminary plat approval and the application is then approved by the City Council within six (6) months of the date the application was submitted. If the application is withdrawn or the application fails to obtain City Council approval within the six months, the preliminary plat is null and void;

4. an application for one final plat meeting the criteria stated above must be submitted for approval every two years from the date that the most recent final plat was approved or the preliminary plat will become null and void. If the application is withdrawn and the time elapses prior to another application being filed, the preliminary plat is null and void;
5. if an initial final plat has not been submitted within the time period set forth in this subsection, and subsequent phase final plats are not submitted according to this subsection, the preliminary plat will be null and void and the subdivider will be required to submit a new preliminary plat in accordance with this Code; and
6. all steps and criteria required by this Code for the approval of final plats at the time of final plat application, including the recording thereof, must be adhered to with respect to each final plat submitted.

F. Recording of the Final Plat (*Amendment 33 - Ordinance 2020-068 - 11.23.2020*)

1. No plat may be recorded or filed with the Cass County Recorder of Deeds until such plat has been approved by the City Council; all dedications of rights-of-way, easements and other property have been accepted by the City Council; and the design and financing of all improvements has been agreed to by both the subdivider and the City Council. The financial responsibility for the cost of recording the plat with the Recorder of Deeds will be borne solely by the subdivider. The subdivider must record the final plat within one year from the date of approval or such plat is null and void.
2. The subdivider must submit one copy of the recorded final plat to the Development Services Director, along with a recorded copy of the development agreement, declaration of covenants and restrictions and articles of incorporation establishing a property owners association if required by this Code. No building permit shall be issued until the required copy of the recorded final plat and development agreement are submitted to the Development Services Director.