

ALEXANDRIA TOWNSHIP

**SUBDIVISION CONTROLS
ORDINANCE**

Effective:

December 16, 2020

interests for the purpose of offer, sale, or development, whether residential or nonresidential, major subdivision approval by the Township Board shall be required in addition to all other procedures and approvals required in the Zoning Ordinance, whether or not applicable zoning procedures also require Township Board approval.

b. **Procedure to Be Followed:**

- i. **Preliminary Plat Approval Required.** Whenever a PUD zoning application is submitted which involves a subdivision of land as set forth in these regulations, a concurrent submittal of a preliminary plat application shall be submitted to the Township. The application shall be made on the forms required for a preliminary plat as set forth in Section 6.
- ii. **Final Plat Approval Required.** A final plat of the PUD must be approved by the Township Board. No construction or placement of structures or other improvements shall take place within a PUD project except as provided in Section 1.5.4 until the zoning application has been finally approved by the Township Board and the final subdivision plat is recorded with the Douglas County Recorder's Office.

3.2 Pre-Application Meetings

1. **Purpose.** In order to familiarize the subdivider with these regulations and related laws and to avoid costly revisions of plans and plats before preparing the necessary documents and drawings for a subdivision application submittal, applicants ~~are encouraged~~ may be required by the Zoning Administrator to meet with the County's Township's Development Review Team at a pre-application meeting. The purpose of these meetings is to discuss the requirements in this ordinance and other applicable regulations and the procedures for approval of a subdivision with the applicants as early in the design process as possible. The subdivider shall always have the option of requesting a pre-application meeting of the Development Review Team.
2. **Meeting Schedule.** The Development Review Team will hold at least two regularly scheduled meetings per month, or more often as needed. The Township's Development Review Team will hold meetings at the call of the Zoning Administrator as determined necessary, but within no less than thirty (30) days upon the request of a subdivider. Whenever possible, the Zoning Administrator shall coordinate with the Douglas County Land & Resource office to schedule review of proposed subdivisions in Alexandria Township at the same time as the County reviews applications at its Development Review Team meeting. It is the intent of the Township that these meetings be coordinated with the County's Development Review Team process and schedule as much as possible so as to facilitate an orderly subdivision review process.