

APPLICATION TO SPLIT A LOT

(Shall be filed with the Secretary of the Planning Commission.)

DATE: _____

FILING FEE: \$25.00

(Cost of recording documents, publications, writs, and engineering fees are payable in addition to filing fees and will be billed to the applicant.)

The intent of a lot split is to provide for the issuance of building permits on lots divided into not more than two tracts without having to replat said lot, providing that the resulting lots shall not again be divided without replatting.

Applicant shall submit a minimum of four (4) copies of the survey of the lot(s), and the location of the structure(s) thereon, together with the precise nature, location and dimensions of the split.

The Secretary of the Planning Commission may make additional requirements as necessary to carry out the intent and purpose of existing land development regulations and Governing Body policy such as installation of public facilities, dedication of right-of-way and easements, and submission of covenants for the protection of other landowners in the original subdivision, etc.

Applicant's Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Address of Proposed Lot Split: _____

Property Owner's Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Legal Description of the Area to be Split: _____

Purpose of the Lot Split: _____

Are there structure(s) on the lot?

Yes

No

If so, please describe the structure(s): _____

Printed Name of Property Owner of Record

Signature of Property Owner of Record

OFFICIAL USE ONLY

(Application shall be approved or disapproved within thirty (30) days of application.)

- | | | | |
|----|---|-----|----|
| 1. | Are there structures on the lot? | Yes | No |
| 2. | Is a new street or alley needed or proposed? | Yes | No |
| 3. | Is a vacation of streets, alleys, set back lines, access control or easement required or proposed? | Yes | No |
| 4. | Will there be a significant increase in service requirements? (i.e. utilities, schools, traffic control, streets, etc.; or will such action interfere with maintaining existing service levels (i.e. additional curb cuts, repaving, etc)?) | Yes | No |
| 5. | Is there less street right-of-way than required by these regulations unless such dedication can be made by separate instrument? | Yes | No |
| 6. | Have all easement requirements been satisfied? | Yes | No |
| 7. | Will a substandard-sized lot or parcel be created? | Yes | No |
| 8. | Has the lot previously been split in accordance with these regulations? | Yes | No |

DATE DISAPPROVED: _____

Secretary of the Planning Commission

If disapproved, the applicant may appeal the decision to the Planning Commission at the next regular session.

DATE APPROVED: _____

Secretary of the Planning Commission

If approved, and after all conditions have been met, the Secretary of the Planning Commission shall sign and furnish a certificate of approval to be affixed to the lot split survey, and a certified copy thereof shall be filed with the Register of Deeds, and the official designated to issue building or occupancy permits, and a copy shall be furnished to the applicant.

CERTIFICATE OF APPROVAL

I, _____, Secretary of the Planning Commission, hereby do approve and affix my signature of approval to the attached lot split survey. A certified copy shall be filed with the Register of Deeds, and the official designated to issue building permits, and a copy shall be furnished to the applicant.

In witness whereof, I have hereunto set my hand this _____ day of _____, 20____.

Secretary of the Great Bend
Planning Commission

State of Kansas
County of Barton

Subscribed and sworn to before me this
_____ day of, _____, 20____.

(SEAL)

Notary Public: _____