



**APPLICATION FOR LOT SPLIT APPROVAL**

**File No. L/S \_\_\_\_\_ - \_\_\_\_\_**

This is an application for processing a lot split in accordance with the City Subdivision Regulations. All property proposed to be split must have been previously platted and recorded. The application must be completed, accompanied by the fee of **\$50** and filed with the Subdivision Administrator at least 15 days prior to a regular meeting date of the Planning Commission. **(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)**

Name of Subdivision \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_ General Location \_\_\_\_\_

\_\_\_\_\_ Inside City \_\_\_\_\_ To be Annexed \_\_\_\_\_

Name & Address of Landowner \_\_\_\_\_

Email Address \_\_\_\_\_ Telephone \_\_\_\_\_

Name of Sub divider/Agent \_\_\_\_\_

Email Address \_\_\_\_\_ Telephone \_\_\_\_\_

Name of Licensed Land Surveyor \_\_\_\_\_

Email Address \_\_\_\_\_ Telephone \_\_\_\_\_

**Lot Split Information**

1. Dimensions of existing lot \_\_\_\_\_

2. Frontage of new lots \_\_\_\_\_

3. Existing zoning \_\_\_\_\_ District \_\_\_\_\_

4. **Existing Facilities**

**Description/Status**

Street \_\_\_\_\_

Alley \_\_\_\_\_

Sidewalk \_\_\_\_\_

Storm drainage \_\_\_\_\_

Water supply \_\_\_\_\_

Sewage disposal \_\_\_\_\_

Gas service \_\_\_\_\_

5. Can electric and telephone service be provided from existing easement?

Electric Service (circle one) Yes No

Telephone Service (circle one) Yes No

6. Width of street right-of-way from the centerline \_\_\_\_\_ feet

7. If there are structures on the lot, are they to remain? Yes \_\_\_\_\_ No \_\_\_\_\_

11. 8. Is any portion of the lot in an identified floodplain area? (circle one) Yes No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, policies and standards of the City and statutes of the State of Kansas. It is further agreed that all costs of recording the lot split drawing with the Register of Deeds together with any supplemental documents required in its approval such as dedications or petitions or guarantees for specific improvement, will be paid by the landowner. The undersigned further states that he/she is the owner of the land proposed to be split and, when requested, will permit officials of the City to inspect the land as may be necessary for proper plat review.

_____	_____	_____	_____
Landowner	Date	Applicant/Agent (if any)	Date

**OFFICE USE ONLY**

Four copies of a drawing to scale received \_\_\_\_\_

Structure properly located by survey \_\_\_\_\_

List of adjacent landowners with addresses \_\_\_\_\_

This application was received by the Subdivision Administrator on this \_\_\_\_ day of \_\_\_\_ 20 \_\_\_\_ . IT has been checked and found to be accompanied by the required information and the fee of \$ \_\_\_\_\_ paid to the City Clerk.

\_\_\_\_\_  
Subdivision Administrator

Cc: Applicant