



City of Newton, Kansas

Lot Split Application

201 E 6th St, PO Box 426, Newton KS 67114-0426

Phone: 316-284-6020

For Office Use Only

Date Received: _____

Meeting Date: _____

I. Applicants Information

Applicant: _____	Contact Name: _____
Address: _____	Telephone No.: _____
_____	Fax No.: _____
City, St, Zip _____	Email Address: _____

II. Project Details

1. Dimensions of existing lot: _____ Total Size: _____ Sq. Ft.

2. Frontage new lot: _____ See attached survey: _____

3. Existing Zoning: _____

4. Existing Facilities: _____

5. Street: _____ Alley: _____ Sidewalk: _____ Storm Drainage: _____ Water Supply: _____ Sewage Disposal: _____

6. If there are structures on the lot, are they to remain? _____

7. Is any portion of the lot in an identified Flood Hazard Area? _____

III. Property Information

Name of Subdivision in which located: _____

Block: _____ Lot: _____ Generally Located: _____

Name of Property Owner: _____

Address: _____ Phone #: _____

Name of Surveyor: _____ Phone #: _____

IV. Submittal Requirements

- The applicant shall submit and complete this application and a plot plan to thee Administrative Official, together with any supplementary data specified by these regulations.
- The applicant shall pay all filing fee of \$100 (Visa, MasterCard, cash, or check made payable to the City of Newton) associated with the project type before the application is accepted for review by the city staff.
- The plot plan shall be submitted as a certificate of plot and sealed by a licensed land surveyor or engineer in Kansas.

V. Contents of Plot Plan

- The Plot Signature and date blocks for the County Surveyor, City Engineering Office, City Attorney, Governing Body, Planning, County Clerk, and the Register of Deeds.
- Signature and date blocks for the Surveyor, Engineer, and Owner and Dedication Certification
The location and dimension of existing structures and/or curb cuts on the lot with respect to the existing lot lines. All platted building setbacks.
- The dimensions of the existing lot(s) and any proposed lot(s).
- The legal description(s) for the proposed lots.
- The current zoning of the subject parcel.
- The total square footage of all lots, existing, and proposed.
- All existing easements and utilities. If the easements were granted by separate instrument the certificate of survey must contain a note indicating that these instruments are on file with the Register of Deeds.
- The total square footage of all lots, existing, and proposed.
- The Surveyor's or Engineer's signature, certificate and seal.
- The Owner's signature.
- Certificate that all taxes and special assessments due and payable have been paid. In the case of unpaid special assessments, a proposed redistribution of such unpaid special assessments which meets the city's requirements and is acceptable to the City Clerk and City Engineer.

VI. Owner Signature(s) (*Signature of owner is required for consent to the application.*)

By signing below I acknowledge that I have fully read and understand Subdivision Regulation Article 6. I understand that if I have any questions or concerns about this regulation, it is my responsibility to discuss this with the city prior to signing.

Owner: _____

Owner: _____

State of _____, County of _____ ss:

BE IT REMEMBERED, That on this _____ day of _____ 20_____, before me, the undersigned, and Notary Public in and for the County and State aforesaid, came _____ and _____, personally known to me to be the persons who executed the within instrument of writing, and such persons duly acknowledges execution of the same.

IN WITNESS WHEREOF, I have hereunto set my hand affixed my seal the day and year last above written.

My Commission expires: _____ Notary Public: _____