

Date _____ Permit Number _____ Filing Fee _____

Single Lot SUBDIVISION APPLICATION

Howard County, Nebraska

Name of Proposed Plat _____

Applicant's Name _____

Address _____ Phone # _____

Legal Description of Property from which the Subdivision is being made _____

Acres from which the Subdivision is being taken _____ Acres in proposed Subdivision _____

Will the Subdivision result in any significant increases in service requirements such as, utilities, schools, traffic control, streets, bridges, etc., or will it interfere with maintaining existing service levels? Yes _____ No _____

Does the proposed Subdivision have direct access to an improved road or street? Yes _____ No _____

Will a substandard-sized lot or parcel be created either to the proposed tract or the remaining parcel from which the subdivision is being made? Yes _____ No _____

Has the proposed tract been previously split in accordance with these regulations or the zoning regulations? Yes _____ No _____

Contact Howard County Roads Dept. 308-754-5364 for review & approval of survey

Roads Superintendent Signature Date
Contact Howard Greeley RPPD 308-754-4457 for review & approval of survey

RPPD Representative Signature Date

Property Owners name (Print) Property Owners Name (Signature) Date

Property owners name (print) Property Owners Name (Signature) Date

FOR OFFICE USE:

Date of pre-plat conference: _____ other residences in the 1/4? Yes _____ No _____

Name of Surveyor preparing Plat _____ Address _____

Does the proposed plat meet all the subdivision requirements? Yes _____ No _____ If not, list the discrepancies _____

Zoning District _____ School District _____ Date Notified _____

Date Plat before Planning Commission _____ Action of PC _____ Approved _____ Not Approved
Planning & Zoning
Chairman's signature _____ Date _____

Date before Co. Commissioners _____ Action of Board _____ Approved _____ Not Approved

County Commissioner Chairman Signature Date

Comments: _____

SINGLE LOT SUBDIVISIONS

SECTION 1. Purpose and Intent. The intent of this section is to provide for the subdivision of land into not more than **two** tracts. This process is required for the division of land into tracts of less than 10 acres.

SECTION 2. Application Procedure. An application for a single lot subdivision shall be made by the owner of the land to the Zoning Administrator far enough in advance to allow for the publication notice for a public hearing, at least 10 days prior to said hearing with the Planning and Zoning Commission.

The applicant must:

1. Fill out an application. Must have the roads and utility signatures of approval
2. Show proof of ownership by deed
3. Pay appropriate fees.
4. Present an appropriate plat with the surveyor's seal and signature with 15 legal size copies. Final (Mylar) plat must be in Zoning Office prior to public hearing being set. If Mylar is larger than 11X17, applicant must have it reduced before filing with the Clerk's Office.
5. If the subdivided plot is changing ownership the sub divider must provide the names and addresses of the adjoining landowners.
6. The lot must have direct access to an improved road or street. Driveways must be marked on the Plat.
7. The lot must be of a legal/permitted size for the zoning classification it is located in.
8. All new resident wells must be a minimum of 600 ft away from irrigation wells.

SECTION 3. Approval. Before becoming legal this single lot subdivision must meet the following requirements:

1. The Planning Commission and/or Governing Body may make such additional requirements as deemed necessary to carry out the intent and purpose of existing subdivision and zoning regulations and governing body policy.
2. The Planning Commission and Governing Body shall, in writing, either approve with or without conditions or disapprove the subdivision, after all conditions have been met. The Planning Commission and Governing Body shall sign a certificate of approval to be affixed to the subdivision survey. A certified copy thereof shall be filed with the Register of Deeds and the official designated to issue zoning/building permits. The survey must be filed with Register of Deeds no later than 90 days following the date of approval by the commissioners. (Updated 1-18-2018)

NOTE: Please make sure the size of subdivision is located where and number of acres you want for the future. To change the subdivision to more or less will require more meetings, time and money.