



# CITY OF RALSTON, NEBRASKA ADMINISTRATIVE ADJUSTMENT APPLICATION

Minor Plat Adjustment	_____ \$230.00	Lot Line Adjustment	_____ \$15.00
Lot Consolidation	_____ \$15.00	Lot Splits	_____ \$15.00

Applicant's Name \_\_\_\_\_ Day Phone \_\_\_\_\_

Applicant's Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Property Owner \_\_\_\_\_ Day Phone \_\_\_\_\_

Property Owner Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Property Owner \_\_\_\_\_ Day Phone \_\_\_\_\_

Property Owner Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

If there are more than two property owners involved, attach a separate list of all owner's names and addresses.

Project Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Legal Description \_\_\_\_\_

Description of Existing Use \_\_\_\_\_

Description of Proposed Use \_\_\_\_\_

Does the property have access to a Sanitary Sewer Line?     Yes     No

Do the Lots have frontage on a dedicated street right-of-way?     Yes     No

Is there a companion split attached?     Yes     No

I, undersigned, fully understand I am responsible for determining if there are any occupied utility easements and that this approval has no effect on vacating or relocating easements and utilities.

\_\_\_\_\_  
Signature of Property Owner or Applicant's Signature Date

If you are not the owner, the applicant certifies this signature to be the authorized agent of the owners(s).

\_\_\_\_\_  
Signature of Property Owner or Applicant's Signature Date

If you are not the owner, the applicant certifies this signature to be the authorized agent of the owners(s).

***For Office Use Only***

*Fee Received:* \_\_\_\_\_ *Date Submitted:* \_\_\_\_\_ *Plat Page:* \_\_\_\_\_

*Accepted By:* \_\_\_\_\_ *Title:* \_\_\_\_\_

*Recommendation:* \_\_\_\_\_

*Remarks:* \_\_\_\_\_

The following items must appear on each surveyor's certificate:

Legal Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ *(insert applicable legal description)*

Surveyor's Certification *(Seal Required)*

I hereby certify that this plat, survey or report was made by me or under my direct personal supervision and that I am a duly registered land surveyor under the laws of the State of Nebraska.

*(Seal)*

\_\_\_\_\_  
Signature of Land Surveyor  
Dated: \_\_\_\_\_

Owner Certification:

Know all persons by these presents:

That the undersigned are owners of the property as described in the surveyor's certificate and embraced within this plat, and have caused said lot to be subdivided into lots as shown on this plat.

\_\_\_\_\_  
Date Signature of Owner

\_\_\_\_\_  
Date Signature of Owner

Acknowledgement of Notary

State of Nebraska     )  
   ) ss.  
County of Douglas    )

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, a notary public, duly qualified and commissioned in and for said county and state, personally appeared \_\_\_\_\_, \_\_\_\_\_, who are/is personally known to me to be the identical person(s) whose name(s) are affixed to the forgoing instrument and they acknowledged the signing if the same to be their voluntary act and deed.

Witness my hand and notarial seal in said county the date last aforesaid.

*(Seal)*

\_\_\_\_\_  
Notary Public  
Commission Expires: \_\_\_\_\_

County Treasurer's Certification (*seal required*)

This is to certify that I find no regular or special taxes due or delinquent against the property described in the legal description and as shown by the records of this office.

(*Seal*)

\_\_\_\_\_  
Signature of County Treasurer

Date: \_\_\_\_\_

City of Ralston Approval (*seal required*)

Approved as an administrative subdivision as per the City of Ralston Zoning Regulations. This subdivision approval is void unless this plat is filed and recorded with the County Register of Deeds within thirty (30) days of this date.

(*Seal*)

\_\_\_\_\_  
Signature of the City Administrator

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Planning Commission Chair

Date: \_\_\_\_\_