

# Land Division Application

Land Division Application Number \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
Property Number to be divided

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Property Address (if different)

Number of resulting parcels after division(s) requested \_\_\_\_\_

## **An Application shall contain the following:**

- A. A completed application form.
- B. Proof of fee ownership of the land proposed to be developed.
- C. A map drawn to scale, of the land to be divided and **any adjoining land under the same ownership on March 31, 1997**, and accompanying data showing the following with respect to all the parcels under the same ownership, and all the parcels proposed to be created by the division.
  1. The dimensions.
  2. The area.
  3. Legal descriptions.
  4. The location of all existing structures and other land improvements.
  5. The location of public utility easements.
  6. The accessibility of the parcels for vehicular traffic from existing or proposed new roads.
  7. The accessibility of the parcels for public utilities from existing or proposed new roads.
- D. Proof that all standards of the State Land Division Act have been met.
- E. The history and specifications of any previous divisions of land of which the proposed division was a part, sufficient to establish whether the parcel proposed to be divided was lawfully in existence as of March 31, 1997, the effective date of the State Land Division Act.
- F. If transfer of rights are proposed, detailed information about the terms and availability of the proposed division rights transfer.
- G. If the proposed land transfer is acknowledged to create one or more parcels that are “non-buildable” pursuant to section VIII.A. of this ordinance, the proposed affidavit or deed restriction referenced therein.

**The fee must be included with the application.** Fee \_\_\_\_\_ Paid \_\_\_\_\_

I hereby certify the information supplied with this application is true to the best of my knowledge.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date