

APPLICATION FOR LOT SPLIT APPROVAL

INSTRUCTIONS TO APPLICANT

1. The applicant must complete the attached application form. All blanks should be filled in and any not applicable should be completed with N/A. All applications must be signed by the owner or his duly authorized agent.
2. The applicant should review the lot split provisions of the Subdivision Rules and Regulations to assure a complete understanding of the requirements.
3. The application shall be accompanied by four (4) copies of the required drawing or survey.
4. The above-listed documents, together with the fee of \$20.00, shall be submitted to the Planning, Inspection, Enforcement Division, 1002 Vine St., Hays, KS.
5. These items will be filed with the City Manager.
6. If this form is obtained online, please contact the Planning, Inspection, Enforcement Division at 785-628-7310.

Lot Split No. _____
Date Filed _____
Date Recorded _____

APPLICATION FOR LOT SPLIT

Name of Applicant _____
Address _____ Phone _____

Name of Agent _____
Address _____ Phone _____

Name of Surveyor or Engineer _____
Address _____ Phone _____

LOT SPLIT INFORMATION:

1. General Location _____
2. Legal Description _____
3. Gross Acreage _____
4. Minimum Lot Frontage _____
5. Minimum Lot Area _____
6. Existing Zoning _____
7. Proposed Zoning _____
8. Public Water Supply (Yes, No) _____
9. Public Sanitary Sewer (Yes, No) _____
10. Health Department Approval where applicable (Yes, No) _____
11. Street Right-of-Way Width _____

The applicant herein agrees to comply with the Subdivision Regulations for Hays, Kansas, as amended, and all other pertinent ordinances or resolutions of Hays, Kansas, and Statutes of the State of Kansas. It is agreed that all costs of recording the lot split and supplemental documents thereto with the register of undersigned further states that his is the owner of the property proposed for platting.

APPLICANT

AUTHORIZED AGENT (IF ANY)

OFFICE USE ONLY:

RECEIVED IN THE PLANNING, INSPECTION, ENFORCEMENT DIVISION
_____, 20____, TOGETHER WITH THE APPROPRIATE
FEE OF \$_____.

NAME AND TITLE