



Minor Subdivision Application

Consolidation Plat ()

Minor Subdivision ()

Amended ()

Case Number: _____ Applicant: _____

Email: _____ Phone: _____

Owner Name (if not same): _____

Owner mailing address: _____

Subject Address/GPS Coord: _____

Project Engineer/Surveyor: _____

Email: _____ Phone: _____

Zone District: _____ Floodplain: Y / N Fee: \$100.00 () Paid

Proposed Activity: _____

The undersigned applies for minor subdivision approval under the provisions of Article IX of the subdivision regulations of the Stanton Planning Commission.

Included:

Current Deed ()

Three (3) Completed Copies of Plat per Subdivision Regulation (see second page) ()

Signature: _____ Date: ___/___/___



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PROCEDURES FOR MINOR SUBDIVISION PLATS (PER CITY OF STANTON SUBDIVISION REGULATIONS)

1. PLAT PREPARATION

A plat suitable for recording shall be prepared by a qualified surveyor, engineer or other qualified person, after the developer has communicated with the Zoning Administrator to determine if the proposed subdivision qualifies as a minor subdivision.

2. SUBMISSION

The developer shall submit three (3) copies of the original plat to the Zoning Administrator.

3. REVIEW

The Zoning Administrator shall review the plat for conformance to all applicable regulations. If necessary, plats and plans will be distributed to the Planning Commission for their review prior to the Planning Commission Meeting. The plat will be acted upon by the Planning Commission at a regularly scheduled meeting. After the Chairman signs the plats, one copy shall be returned to the developer, and one copy along with a Certificate of Land Use Restrictions, if required, shall be recorded in the Office of the County Clerk by the Zoning Administrator at the expense of the subdivider.

CONTENT AND FORMAT OF MINOR SUBDIVISION PLAT MATERIAL

Minor subdivision plats shall be prepared according to the following specifications:

A. MATERIALS AND SIZE

Plats submitted shall be of good quality and contain neat and legible information. The plats shall be eighteen (18) inches by twenty-four (24) inches or twenty-four (24) inches by thirty-six (36) inches.

B. TITLE BLOCK

The title block shall be placed at the bottom of the sheet and shall include the name of the subdivision, the names, mailing addresses, and telephone numbers of the owner, the engineer or surveyor, graphic scale, north arrow, and date of preparation.

C LAND SUBDIVISION PLAT

The land subdivision plat shall be placed in the center of the plat sheet and shall show the boundaries of a subdivision in a heavy and solid permanent line. The following information shall also be placed on the plat: Total acreage in the subdivision, acreage in each proposed lot, names of rights-of-ways, pavement width of all streets which abut, adjoin, or are included within the subdivision and width and location of all roads, utility, and other easements. Accurate bearings and dimensions shall be placed on all subdivision boundaries and lot lines. The scale of the drawing shall be one-inch equals one hundred (100) feet when possible. Also adjoining properties shall have their intersections with the subdivision illustrated by dashed lines and the name of the adjacent property owner shall be placed on the plat. The record plat or deed book and page number of all properties to be subdivided shall also be shown.

CERTIFICATION BLOCK

The preferred location of the certification block shall be at the bottom of the plat and next to the title block. It shall contain certification in the form prescribed by the Commission (Forms 'A', 'B', and/or 'C'; 'D'; 'E' and others as required by the Commission, see pages 4 and 5 of this form).



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Minor subdivision approval is requested under the following provision:

1. Where a subdivision contains five (5) or fewer lots, including the remainder of the original tract; fronts on an existing public street; involves no new street or widening or extension of existing streets or new utility easements; and conforms to the adopted Stanton Subdivision Regulations, Stanton Zoning Ordinance, and Stanton Comprehensive Plan; or
2. Where a subdivision provides for the transfer of land between adjacent property owners and does not involve the creation of any new lots or building sites; or
3. Where up to and including five lots of record are consolidated to create a lesser number of parcels and involve no new public improvements; or
4. Where there is a need to make technical revisions to a recorded final plat of an engineering or drafting nature or similar small discrepancy, but not including the altering of any property lines of public improvements requirements.

RESUBDIVISION

Resubdivision shall be considered a minor plat when the purpose is for the enlarging of the size of any previously subdivided lot or parcel of land beyond the original size of said lot(s). The reduction in size of any lot, provided that such reduction shall not be in conflict with applicable district regulations in the Zoning Ordinance, may be permitted but may require an amended subdivision plat if it involves any changes to streets or utilities or is determined to be a substantial change to the original subdivision by the Planning Commission.



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Form "D" (on preliminary and final subdivision plat)

CERTIFICATION OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of the subdivision with my (our) free consent, establish the minimum building restriction liens, and dedicate all streets, alleys, walks, parks, and other open spaces to public or private use as shown, in accordance with the Stanton Subdivision Regulations, unless otherwise noted.

_____ (date), 20__

(signature of owner or owners)

Form "E" (on preliminary and final subdivision plat)

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by the Stanton Planning Commission and that the monuments have been placed as shown herein to the specifications of the City Engineer or other authorized officer.

_____ (date), 20__

(signature of registered engineer or surveyor)

Form "J" (attached to minor plat only)

CERTIFICATION OF MINOR PLAT APPROVAL

I hereby certify that the preliminary subdivision plat shown hereon has been found to comply with the Subdivision Regulations for Stanton, Kentucky, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission. Upon approval of all construction plans for streets, stormwater management, utilities, and other public improvements, construction of said improvements may begin.

_____ (date), 20__

Chairman, Stanton Planning Commission

Attest, _____ (Administrative Officer)
Stanton Planning Commission