

APPLICATION FOR SUBDIVISION
POLK COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

Checked By: _____ FEE: \$ _____

Received By: _____ Receipt #: _____

Date Submitted: _____

Application No.: _____ Measure 37 Order Number (Attached)
_____ Measure 37 State Order (Attached)

Please type or print all information below. An incomplete application will not be accepted.

APPLICANT

OWNER(s)

Name _____

Name _____

Address _____

Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone: Home _____ Work _____

Phone: Home _____ Work _____

REQUEST: (For example, "To subdivide a 45-acre parcel into eight (8) lots, approximately 5-acres in size, in the AR-5 Zone.")

PROPERTY:

Location or Address _____ Tax Acct. No. _____ Acreage _____

Taxlot (s) _____ Section (s) _____ ; Township _____ ; Range _____

Plan Designation _____ Zone _____

Previous action(s) involving the subject property (For example, conditional use, land partition, etc.)

PUBLIC SERVICE AND UTILITIES INFORMATION:

A. School District: _____

B. Fire District: _____

C. Water Service: _____

D. Sewage Disposal: _____

Note: Indicate water district; existing or proposed wells.

Note: Septic site approval is required *prior* to preliminary approval of all subdivision requests in residential zoning districts.

The information requested below is required at the time you submit your application. The processing of your application does not begin until the application is determined to be complete. An incomplete application will postpone the decision, or may result in denial of the request.

[] A written statement of intent, with necessary supporting evidence which fully and factually describes the following:

- _____ Number of parcels proposed
- _____ Size of each proposed parcel
- _____ Present use of property
- _____ Proposed use of each parcel
- _____ Proposal to provide domestic water to each lot
- _____ Proposed deed covenants and restrictions
- _____ A complete explanation of how the request complies with provisions and criteria in the Zoning and Subdivision Ordinances. A planner will explain which sections of the Ordinances pertain to your specific request. You must address each of the Ordinance criterion, on a point-by-point basis in order for this application to be deemed complete

[] A tentative plan of the proposed subdivision. A reproducible copy of the tentative plan, at a scale of one inch to 200 feet, or a larger scale if desired. The tentative plan shall include the following information:

- _____ Name of subdivision
- _____ Vicinity map
- _____ Township, Section, Range and Tax Lots subject to the proposed subdivision
- _____ Location of existing and proposed public roads
- _____ Total land area of the proposed subdivision, lot layout and approximate dimensions
- _____ Location of existing buildings and structures within the subdivision
- _____ Location of proposed public or common areas
- _____ Location and type of utilities and easements
- _____ Location of waterways, wetlands, ponds and drainage ways
- _____ Topographic contours, at an interval of 10 feet

[] Legal description of the property as it appears on the deed (metes and bounds). Deed copies may be obtained at the Polk County Clerk's Office.

[] A current Assessor's print-out for each taxlot subject to the proposed subdivision.

I certify that this application and its related documents are accurate to the best of my knowledge. I understand that the signature on this application authorizes representatives of the Polk County Community Development Department to enter upon the subject property to gather information pertinent to this request.

Signatures of Owners and/or Authorized Agent*

* If signed by agent, owner's written authorization must be attached.