

ARTICLE 13

LOT SPLIT

LOT SPLIT PROCEDURE

When specified conditions occur, one existing parcel of land may be divided into two lots using a simplified procedure instead of a formal plat. This procedure, known as a lot split, is faster and less costly to follow, but can only be used if all the criteria specified in the subdivision regulations are followed.

- The applicant shall meet with planning staff to receive an explanation of the lot split procedure, including its requirements and limitations.
- The lot split application shall be completely filled out and returned to the Planning Department with the appropriate fee. (Application on page 60) The following shall be submitted as a part of the application: (1) a certified survey of the lot(s) and the location of the structure(s) thereon together with the precise nature, location and dimensions of the proposed lot split; (2) the legal description of the lots to be formed; and (3) the name signature and seal of the licensed land surveyor who prepared the certified drawing. An application shall not be processed until it has been fully completed, the appropriate fee paid, and all requested information submitted.
- The City Engineer shall, within thirty (30) days of application, approve (with or without conditions) or disapprove the application, and deliver their decision in writing to the Applicant.
- No building permit shall be issued for any site which contains a division of a platted lot of record, unless such division has been ratified in the manner provided in the subdivision regulations.

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LOT SPLIT APPLICATION

Return Form to:
City of De Soto Planning Department
P.O. Box C, 32905 W. 84th Street
De Soto, KS 66018
(913) 583-1182 ext. 115
Fax: (913) 583-3123

For Office Use Only
Application No.: _____
Date Filled: _____
Filing Fee: _____
Deposit: _____
Parcel #: _____

REQUIRED ATTACHMENTS:

- Copies of certified drawing in accordance with the City's Application and Review Schedule;
- Legal description of lots to be created;

- Name, signature, and seal of the licensed land surveyor who prepared the drawing.

Owner: _____
Address: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

Name of Subdivider: _____
Address: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

Name of Person who prepared the drawing: _____
Company: _____
Address: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

REQUEST:

As provided in Article Five of the De Soto Subdivision Regulations, a lot split of Lot _____, Block _____, in the _____ Addition to the City of De Soto is hereby requested. The lot is generally described as:

LOT SPLIT REQUIREMENTS:

The lot split is sought to provide for the issuance of building permits in lots divided into not more than two (2) tracts without having to replat said lot.

The lot split application meets the following requirements. No lot split application in which a “NO” response is selected will be approved.

- | YES | NO | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | (a) No new street or alley or other public improvements are needed or proposed. |
| <input type="checkbox"/> | <input type="checkbox"/> | (b) No vacation of streets, alleys, setback lines, access control or easements is required or proposed. |
| <input type="checkbox"/> | <input type="checkbox"/> | (c) The lot split will not result in significant increases in service requirements (e.g., utilities, schools, traffic control, streets, etc.); or will not interfere with maintaining existing service levels (e.g., additional curb cuts, repaving, etc.). |
| <input type="checkbox"/> | <input type="checkbox"/> | (d) There is adequate street right-of-way as required by these regulations or the Comprehensive Plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | (e) All easement requirements have been satisfied. |
| <input type="checkbox"/> | <input type="checkbox"/> | (f) The split will not result in a tract without direct access to a public street. |
| <input type="checkbox"/> | <input type="checkbox"/> | (g) No substandard-sized lot or parcel will be created. |
| <input type="checkbox"/> | <input type="checkbox"/> | (h) The lot has not been previously split in accordance with these regulations. |

APPLICANT'S SIGNATURE:

OWNER'S SIGNATURE:

Date: _____

Date: _____