



201 W. Main St. • P.O. Box 68 • Warsaw, Mo. 65355
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**Application for Administrative Subdivision-Lot Combination (Re-Plat)
No Substantial Impact**

FEES ARE NON-REFUNDABLE!

*The Signers of this application ask the Director of Planning and Development approve this application for the following administrative subdivision under the provisions of **Section: 405.030 (J)-Minor Subdivision and Admin Lot Combination** of the City of Warsaw's Subdivision Regulations.*

Applicant Information:

Name: _____ Date: _____

Address: _____
Street City State Zip

Mailing Address (if different): _____
Street City State Zip

Phone #: _____ Alternate Phone #: _____

Email: _____ Fax #: _____

Zoning: _____ Parcel #: _____

Description of Re-Plat: _____

Applicant Signature

Date

Administrative Signature

Date

OFFICE STAFF CONTINUE TO BACK

**CHECKLIST FOR ADMINSTRATIVE SUBDIVISON-LOT COMBINATION (Re-Plat)
NO SUBSTANTIAL IMPACT**

FEES:		Staff Initials & Date
<input type="checkbox"/>	Pay \$ 25.00 processing fee at time of Application at the City of Warsaw	Staff Init. _____ Date _____
<input type="checkbox"/>	Pay Advertising fees: TBD	Staff Init. _____ Date _____
STAFF REVIEW:		
<input type="checkbox"/>	Staff can review new lots by completing or adjusting property lines provided the Subdivision regulations and the Zoning Ordinance are being met.	Staff Init. _____ Date _____
<input type="checkbox"/>	Staff will review and notify the contact person soon as possible concerning all requirements to finalize the request.	Staff Init. _____ Date _____
<input type="checkbox"/>	Staff will prepare a Certificate of Approval	Staff Init. _____ Date _____
SURVEY RECORDED:		
<input type="checkbox"/>	Upon receiving Application; Within 90 days a recorded copy of the new re-plat legal description (Deed) is required along with required improvements, if any.	Staff Init. _____ Date _____
The survey shall depict or provide the following:		
<input type="checkbox"/>	The precise nature, location and dimensions of the existing and proposed lots: and	
<input type="checkbox"/>	The exact location and distances of all structures and other physical improvements in relation to the proposed lot lines; and	
<input type="checkbox"/>	The legal description of all existing and proposed tracts; and	
<input type="checkbox"/>	The amount of square footage contained in each existing proposed tract; and	
<input type="checkbox"/>	All easements, streets, sewers, sewer laterals, utility lines, alleys and access restrictions. If granted by a separate instrument, the recording information shall be provided; and	
<input type="checkbox"/>	All platted building setbacks; and	
<input type="checkbox"/>	All platted easements, streets, alleys or other public rights-of-way that have previously been vacated or relinquished, the ordinance number of recording information for each	

The survey shall be reviewed for compliance with Subdivision Regulations.

OFFICE STAFF:	
Received By: _____	Date: _____
Fee Amount: \$ _____ (Circle one) CASH CHECK _____ CARD	Receipt #: _____