

PRE-APPLICATION QUESTIONNAIRE

The purpose of the application is to complete a: Major Subdivision Minor Subdivision
 Expedited Minor Subdivision Boundary Relocation Plat Amendment Certificate of Survey
 Family Transfer Lot Aggregation

LAND OWNERS: A SUBDIVISION IS DESCRIBED AS DIVISION OF PROPERTY CONSISTING OF 160 ACRES OR LESS. A SUBDIVISION IS SUBJECT TO SUBDIVISION REVIEW AND SANITARY REVIEW. For more detailed information general procedures and the review process consult the Fallon County & City of Baker Subdivision Regulations 2008, pages 20-23. These regulations are located on the Fallon County website under "Planner".

Project Name: _____

Brief description of purpose: _____

Land Owner: _____ Mailing Address: _____

City/State/Zip: _____ Phone: _____ Email: _____

Surveyor: _____ Mailing Address: _____

City/State/Zip: _____ Phone: _____ E-mail: _____

PROPERTY INFORMATION

Legal Description (attach tax notice record): _____

Physical Address of Parcel: _____

Development Characteristics (proposed number of lots, existing water & sewer systems, existing structures, existing easements and so forth):

LAND USE & DOCUMENTATION INFORMATION

1. Information on the current land use status of the site to include the following –

- A) Past and current land use and any existing structure(s):
- B) Current use of surrounding property:
- C) Description of general terrain:
- D) Location of existing structures & improvements:
- E) Location of existing conservation easements:
- F) Are there existing covenants or deed restrictions? (if so describe or attach list)
- G) Location of any noxious weeds:

2. Documentation on the current status of the site, including -

- A) Ownership information, such as a deed, option to buy or buy-sell agreement, including permission to subdivide (please attach):
- B) Water rights, including location of Agricultural Water User Facilities:
- C) Mineral rights (attach information):
- D) Are there any Special Improvement Districts?
- D) Are there any Rights of First Refusal for the property?
- E) Lien holder's acknowledgment of subdivision: (if applicable, please attach)

Attach a separate sketch at a smaller scale which includes the following items on this check list:

✓	Item Description	✓	Item Description
	Location & scaled dimension		General terrain & natural features (waters bodies, contours, soil types)
	Approximate lot & tract boundaries of record		Floodplain geologic hazards – designate 100 year floodplain
	Location(s) of existing easements & rights-of-way		Existing structures & improvements (i.e. buildings, sewage disposal, water system)
	Existing & development zoning		Proposed improvements
	Existing & proposed utilities		Existing noxious weeds
	Proposed parks & open spaces		Photographs of site
	Existing covenants or deed restrictions		Proposed covenants

ADDITIONAL REMARKS:

Applicant Signature: _____ Date: _____

FEES REQUIRED: Pre-Application Filing: \$100.00 for all services other than subdivision. Minor Subdivision Pre-Application Filing: \$100.00 + \$5.00 per lot; Major Subdivision Pre-application Filing: \$400.00 + \$5.00 per lot. (Make these checks payable to: Fallon County Treasurer)

Examining Land Surveyor Fee is \$100. This check must accompany each survey to be reviewed. No survey is recorded without his signature. (Make this check payable to: Rick Hagedorn, RLS) To avoid unnecessary delays, please deliver your check to the Planning Department and it will be submitted with your survey. Your survey will not be sent to Mr. Hagedorn without your check.

Office Use Only

Fee Paid for Preliminary and Final Subdivision Plat Review	Date _____	Check _____	Cash _____
Fee Paid for All Other Review Services	Date _____	Check _____	Cash _____
Fee Paid for Examining Land Surveyor Review	Date _____	Check _____	Cash _____

Planning Staff Signature: _____

Date: _____