



# Request for Administrative Subdivision

Name of Applicant(s):	Date:		
Applicant(s) current street and/or mailing address:	Phone Number:		
Name of Property Owner(s): <i>(If different from applicant)</i>			
Legal description & street addresses of all properties to be subdivided: (Copies of deeds must be provided along with a plat prepared by a licensed surveyor)			
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<p>The Alliance Municipal Code Section 107-101 states that the City Manager may approve administrative subdivisions. This includes the division or combination of one or more previously platted lots on the same side of the street and in the same block into lots of different widths than previously platted. Such procedure may produce more or fewer lots than previously platted, provided, however, no lot produced shall have a width less than that permitted in the zoning regulations of the City of Alliance and shall not include change in any street or alley line nor any platted building line. A copy of a plat prepared by a license surveyor showing the proposed changes in lot lines is required with the application.</p> <p>The following conditions must exist before an application can be considered:</p> <ol style="list-style-type: none"><li>1. The lots and block already exist on a plat and the required public improvements have been installed;</li><li>2. No new dedication of public rights-of-way or easements is involved;</li><li>3. The resulting tracts will comply with minimum areas and dimensions required in the ordinance and the previously platted lots must be on the same side of the street and in the same block;</li><li>4. All required improvements have been installed relating to the result of the administrative subdivision.</li></ol>			
All Property Owners must sign below:			
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Signature of Property Owner	Date	Signature of Property Owner	Date
<b>City of Alliance Use Only</b>			
Fee (\$75.00) Paid: _____	Cash: _____	Check # _____	Date Received: _____
<i>(non-refundable)</i>			
Approved: _____	Not Approved: _____	_____	_____
		City Manager	Date
Comments:			