



Subdivision Application
Planning and Zoning

Sub-divider or Developer Name and Address:

Telephone Number:

Proposed Subdivision Location:

Current Zoning Designation (check one):

- | | |
|---|--|
| <input type="checkbox"/> AG Agricultural | <input type="checkbox"/> R-1 Residential |
| <input type="checkbox"/> C-1 Central Business | <input type="checkbox"/> C-2 General Commercial |
| <input type="checkbox"/> I-2 Industrial | <input type="checkbox"/> R-R Residential Ranchette |
| <input type="checkbox"/> R/O Residential Office | <input type="checkbox"/> I-1 Light Industrial |
| <input type="checkbox"/> PUD Planned Unit Development | <input type="checkbox"/> I80X Interstate Interchange |

Sub-divider or Developer shall be responsible for the engineering and/or surveying costs/fees related to any preliminary plat, final plat, minor subdivision or administrative subdivision including any supporting information as required to be provided.

After Planning Commission and City Council review and approval Sub-divider or Developer is responsible for payment of the required filing fee and filing of the same at the Hamilton County Courthouse.

All approved surveys submitted must have a Registered Land Surveyors Seal.

Applicant Signature

Date

Required Scale and Preliminary Plat Contents:

Preliminary plats shall be drawn at a scale of one (1) inch to fifty (50) feet or one (1) inch to one hundred (100) feet on a maximum sheet size of twenty-four (24) inches by thirty-six (36) inches, and shall include the following information:

- | <u>Item</u>
<u>Included</u> | |
|--------------------------------|--|
| <input type="checkbox"/> | 1. The name(s) of the owner(s) of the land within the subdivision and the name of the land planner, surveyor or engineer, if other than the City Engineer, who prepared the preliminary plat; |
| <input type="checkbox"/> | 2. The name of the proposed subdivision, the acreage of the land in the proposed subdivision and the location of the subdivision by specific legal description; |
| <input type="checkbox"/> | 3. Date, north point and graphic scale of the plat map; |
| <input type="checkbox"/> | 4. The names of adjoining property owners or subdivisions; |
| <input type="checkbox"/> | 5. The location and dimensions in feet and hundreths of feet of the property lines and the locations and dimensions in feet of lot lines, and building setback lines, if such building setback lines are to be in excess of these required by the applicable zoning regulations; |
| <input type="checkbox"/> | 6. The location(s) of any existing building(s) or structure(s) to be retained; |
| <input type="checkbox"/> | 7. The names and dimensions of all existing streets and the proposed names and dimensions of all proposed street rights-of-way with approximate grades and curve radii and pavement widths; |
| <input type="checkbox"/> | 8. The location of existing and proposed water and sewer lines; |
| <input type="checkbox"/> | 9. Existing and proposed topographic contours at two (2) foot intervals if the average slope is less than five (5) percent and at five (5) foot intervals if the average slope is five (5) percent or more and an indication of any areas within the proposed subdivision which are subject to flooding, provided that topographic information for any portion of the contiguous land holdings included in the preliminary plat which are not proposed to be subdivided may be provided utilizing topographic data and enlargements of maps provided by the United States Geological Survey instead of detailed topographic survey data. |
| <input type="checkbox"/> | 10. The location of existing trees which trunks twelve (12) inches in diameter or greater, measured two (2) feet above the ground. Clumps of trees may be identified as a group of trees without precisely locating each tree; |
| <input type="checkbox"/> | 11. A clear indication of the proposed course of surface water drainage from the point(s) where the water enters and leaves the subdivision together with the courses of all surface drainage within the subdivision and outside of the subdivision to the point where such water enters a water course or existing recognized storm drain and the locations of proposed storm sewers, culverts and related drainage facilities: (Refer to Section 710 of this Ordinance for drainage report requirements and storm water discharge limitations). |
| <input type="checkbox"/> | 12. The location and size of proposed easements, dedications and reservations of land, including any proposed park or common open space sites reserved for common or public use. |
| <input type="checkbox"/> | 13. The location of all required sidewalks or trail system. |
| <input type="checkbox"/> | 14. An indication of the proposed phasing of the subdivision development. |
| <input type="checkbox"/> | 15. An indication of how the proposed subdivision improvements are to be financed. Such improvements shall be financed by the subdivider unless the City Council shall agree to finance a portion of the improvements and assess all or a portion of the cost of such improvements and the engineering thereof against the property contained in the subdivision. |
| <input type="checkbox"/> | 16. An erosion control plan, prepared under the supervision of a Licensed Professional Engineer. |

(Refer to Erosion Control Standards - Section 503.05, Paragraph 2)

Required Scale and Final Plat Contents:

Final plats shall be drawn in ink on tracing cloth or dimensionally stable and reproducible plastic film at a scale of one (1) inch to fifty (50) feet or one (1) inch to one hundred (100) feet on a maximum sheet size of Eighteen (18) inches by twenty four (24) inches, and shall include the following information:

Item
Included

- ☐ 1. The name of the proposed subdivision, the acreage of the land in the final plat and the location of the land within the subdivision final plat by specific legal description indicating boundary lines with accurate lengths, angles and bearings based upon an accurate traverse. Said boundary lines shall be determined by a balanced and closed survey conducted in the field. (See Section 602);
- ☐ 2. The name(s) of the owner(s) of the land within the subdivision (See Owner's Certification, Item N Below);
- ☐ 3. Date, north point and graphic scale of the plat map;
- ☐ 4. The name of the surveyor and/or engineer who prepared the final plat (See Surveyor's Certificate, Item M below).
- ☐ 5. The name, location and dimensions in feet and hundredths of feet with bearings or deflection angles, radii, arcs and central angles of all curves of the rights-of-way of all streets, alleys and other rights-of-way, all lot lines and other sites, and building setback lines, if such building setback lines are to be in excess of these required by the applicable zoning regulations;
- ☐ 6. The radii, central angles, tangents, lengths of arcs, curvature angles at street intersections and a complete traverse of each street within and on the perimeter of the plat.
- ☐ 7. The location, dimensions in feet and hundredths of feet of all easements, together with an indication of the purpose or purposes of each easement.
- ☐ 8. All lake, pond, stream or river shore meander lines established by the surveyor indicating the high and low water marks. If any area within the plat is subject to flooding, the minimum floor elevation for each lot which is subject to flooding shall be indicated.
- ☐ 9. All lot and block numbers.
- ☐ 10. Accurate location, size, type and material of all monuments, an indication of whether such monuments were found or set and the elevation of at least one (1) such monument.
- ☐ 11. Accurate locations of any area to be dedicated or reserved for public use or acquisition with the purpose(s) indicated thereon. Any area to be reserved by covenant or deed restriction for the common use by the owners in the subdivision shall also be located and noted.
- ☐ 12. Restrictive covenants or deed restrictions applicable to the land contained in the plat, either placed directly on the plat or attached thereto. Such covenants or restrictions shall clearly indicate the disposition of all land within the plat with respect to liability, maintenance and other responsibility, and shall provide for the following items:
 - ☐ A) Provisions for the prohibiting maintaining of nuisances.
 - ☐ B) Provisions with reference to utility and drainage easements including the specific provision that any tree, shrub, fence or other structure or installation placed or allowed to grow in any easement shall be subject to the paramount right of the utility or City to install, repair, replace and maintain its installations and the utility and City shall not be liable for replacement or reinstallation of such trees, shrubs, fences or other installation placed or allowed to grow in such easement.
 - ☐ C) Provisions for maintaining proper site distances at street and alley intersections, as required by the Zoning Ordinance and this Ordinance.
 - ☐ D) Such other provisions as may be consistent with the use and protection of the subdivision, including provisions for the amendment and enforcement of the covenants or restrictions by any aggrieved property owner in the subdivision.

Required Scale and Final Plat Contents Continued:

Item
Included

- ☐ 13. Certification and signature of the surveyor certifying to the effect that the final plat accurately represents a survey made by him/her or under his/her direct supervision, that any changes from the description appearing in the last record transfer of the land contained in the final plat are so indicated, that all monuments shown on the plat actually exist on the ground or will be installed and their position and description is correctly shown and that all dimensional and geodetic data are correct. The following surveyor's certificate shall be used on all final plats:

SURVEYOR'S CERTIFICATION

I ____ (name) ____ hereby certify that I am a professional land surveyor, registered in compliance with the laws of the State of Nebraska, that this plat correctly represents a survey conducted by me or under my direct supervision on ____ (date) ____, that any changes from the description appearing in the last record transfer of the land contained in this plat are so indicated, that all monuments shown hereon actually exist as described on the ground or will be installed and their position is correctly shown, and that all dimensional and geodetic data are correct.

____ (Signature) _____ (Date) _____

- ☐ 14. Certification signed and notarized by all parties holding title or having a title interest in the land contained in the final plat and consenting to the preparation and recording of the plat as submitted and consenting to all dedications noted thereon. The certification shall also indicate that the title to all land contained in the plat is free and unencumbered. The following owner's certification shall be used on all final plats:

OWNER'S CERTIFICATION

I / We the undersigned, ____ (names) ____ owner(s) of the real estate shown and described herein, do hereby certify that I / we have laid off, platted and subdivided, and do hereby lay off, plat and subdivide, said real estate in accordance with the plat.

This subdivision shall be known and designated as ____ (name) ____, an addition to the City of Aurora, Nebraska.

All streets and alleys shown and not heretofore dedicated are hereby dedicated to the public unless specifically noted hereon. Any other public lands shown hereon and not heretofore dedicated are hereby reserved for public use.

Clear title to the land contained in this plat is guaranteed. Any encumbrances or special assessments are explained as follows: _____

There are strips of land shown on this plat and marked easement, reserved for the use of public utilities or other entity so indicated and such easements are subject to the paramount right of the utility or other entity so indicated to install, repair, replace and maintain its installations.

Witness our hands on this ____ day of _____, ____

Signature

Signature

STATE OF NEBRASKA

COUNTY OF HAMILTON

Before me, the undersigned Notary Public, in and for the County and State, personally appeared and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed for the purposes therein expressed. Witness my hand and Notarial Seal this ____ day of _____, ____

Notary Public

Notarial
Seal