

**APPLICATION FOR LOT SPLIT**

Application is hereby made for a Lot Split of \_\_\_\_\_

\_\_\_\_\_ (subdivision name), which received preliminary approval by the Princeton Planning Commission on \_\_\_\_\_, 200\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

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The following information is submitted in support of this application.

- 1) Completed application for Lot Split.
- 2) Complete Lot Split Check List.
- 3) Cash fee \$\_\_\_\_\_.
- 4) Acknowledgement of Responsibility form completed.
- 5) Affirmation of Sufficient Interest form completed.
- 6) Two (2) copies of site survey by a registered surveyor.
- 7) Other \_\_\_\_\_

Application for Lot Split

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I fully understand that I must meet with City Staff to review all submission requirements and within 30 days of receiving the application and application submittals, the Planner/Zoning Administrator shall review the application and determine:

1. If the proposal meets the ordinance criteria (area and setbacks) and does not create any undeveloped lots, the Planner/Zoning Administrator shall issue a certificate indicating that the lot split is approved.
2. If the proposals results in the creation of any lot which does not conform to the zoning ordinance, results in the creation of any subdivision regulated by the Princeton Subdivision Ordinance, or creates one or more undeveloped lots, the matter shall be referred to the Princeton Planning Commission, or follow the subdivision procedures. If referred to the Planning Commission, the Planner/Zoning Administrator shall within 45 days arrange for a public hearing and provide a report to the Planning Commission.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

Comments/Revisions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Received by:

\_\_\_\_\_  
**City Agent's Signature**

\_\_\_\_\_  
**Date**

**ACKNOWLEDGEMENT OF RESPONSIBILITY**

This is to certify that I am making application for the described action by the City and that **I am responsible for complying with all City requirements** with regard to this request. This application should be processed in my name and **I am the party whom the City should contact** regarding any matter pertaining to this application.

**I have read and understand the instructions** supplies for processing this application. The documents and/or information I have submitted are true and **correct** to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

If this is an application for **underground tank installation**, I understand that I must notify the Fire Marshall immediately in writing upon any change in required resident agent information.

I further understand that additional information, such as a traffic analysis or expert testimony, may be required for analysis of this request, and that upon my authorization the fees for such will be my responsibility.

**I agree to allow access by City authorized persons** in, on, or to the property for purposes of review of this application and any necessary inspections.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Name and Address of Additional Contract(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

**AFFIRMATION OF SUFFICIENT INTEREST**

I hereby affirm that **I am the fee title owner** of the below described property or that I have written authorization from the owner to pursue the described action.

**Name of Applicant:** \_\_\_\_\_

Phone: \_\_\_\_\_

Street address/legal description of subject project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**If you are not the fee owner**, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

**If a corporation is fee title holder**, attach copy of the resolution of the Board of Directors authorizing this action.

**If a joint venture or partnership is the fee owner**, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.