

**PLAN COMMISSION  
PRIMARY APPROVAL PROCEDURES FOR SUBDIVIDING  
SIX OR MORE NEW LOTS,  
1 ACRE MINIMUM PER LOT**

1. Contact Mr. Mike Parrish, Newton County Health Department, (219) 285-2052, to discuss soil work for septics.
2. Obtain the legal description of the property.
3. Pick up a copy of the Subdivision Control Ordinance and get it to your surveyor, so that s/he may draw a plat based on the information given in steps 1 and 2 of the Ordinance.
4. The drawing will go before the Technical Review Committee so that we can see that the technical requirements have been met. Be advised, if there are several corrections to be made, this process may need to be repeated.
5. Once we have a correct and final plat, we may then file for Primary Approval of a Subdivision and schedule a Public Hearing.

The fee at the time of application is \$200.00. Prior to filing, you will need to obtain the names and addresses of the property owners within 300' in every direction of the property lines. Once the list has been obtained, contact this office to set up an appointment for filing.

**MEETINGS ARE GENERALLY HELD THE SECOND TUESDAY OF EVERY MONTH FOR TECH COMMITTEE,  
AND THE FOURTH TUESDAY OF EVERY MONTH FOR NEWTON COUNTY PLAN COMMISSION.**

**(APPLICATION BELOW)**

**APPLICATION FOR APPROVAL OF A MINOR SUBDIVISION**

DATE RECEIVED: \_\_\_\_\_

HEARING DATE: \_\_\_\_\_

DOCKET NUMBER: \_\_\_\_\_

ACTION: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS OF APPLICANT: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

**I (we) hereby apply to the ADVISORY Plan Commission of Newton County, Indiana, for primary approval of the following described subdivision plat in accordance with the Subdivision Control Ordinance. I (we) are the owner(s) or authorized agent(s) of the owner(s) of the real estate included in said subdivision. The proposed plat accompanies this application.**

Name of Subdivision: \_\_\_\_\_

General Location (attach legal description):

Area: \_\_\_\_\_

Number of Lots: \_\_\_\_\_

Name of registered engineer or surveyor preparing the subdivision plat:

\_\_\_\_\_

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

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

Signature of Applicant: \_\_\_\_\_

If the owner is not the applicant, the owner must sign the following statement:

**I (we) (am, are) aware of this petition for subdivision of land, and I (we) hereby authorize the above-named applicant(s) to act as my (our) agent(s) for purposes of this application.**

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

## Notice of Public Hearing

Notice is hereby given that the Newton County Plan Commission will hold a hearing on the following petition:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ by \_\_\_\_\_

which is a proposal to subdivide \_\_\_\_\_ acres into \_\_\_\_\_ lots.

The property is located \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The hearing has been set for \_\_\_\_\_ at \_\_\_\_\_  
at the Newton County Government Center, 4117 S. 240 W. Morocco, IN 47963. Interested parties may voice  
an opinion upon hearing date and/or file written comments concerning the amendment.

The petition and file include a legal description of the property and drawings showing the layout of proposed  
lots and streets. These may be examined in the office of the Plan Commission, located at the Newton County  
Government Center.

NEWTON COUNTY PLAN COMMISSION

BY: \_\_\_\_\_  
SECRETARY



# NOTICE OF PUBLIC HEARING RELEASE FORM

**Newton County Enterprise**  
305 E. Graham St  
Kentland, IN 47951

**Petitioner**

Name \_\_\_\_\_

Address \_\_\_\_\_

City, ST \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Date \_\_\_\_\_

This is to authorize you to publish the attached legal notice delivered to you by the Newton County Plan Commission, the cost of which is the obligation of, and will be paid by, the above petitioner.

Signature: \_\_\_\_\_  
(PETITIONER)

\_\_\_\_\_  
(PETITIONER)

Send Legal Notice to: **Newton County Building Department**  
4117 S. 240W. Suite 700  
Morocco, IN 47963

# NOTICE OF PUBLIC HEARING RELEASE FORM

To: Rensselaer Republican

C/O **Newton County Enterprise**  
305 E. Graham St  
Kentland, IN 47951

**Petitioner**

Name \_\_\_\_\_

Address \_\_\_\_\_

City, ST \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Date \_\_\_\_\_

This is to authorize you to publish the attached legal notice delivered to you by the Newton County Plan Commission, the cost of which is the obligation of, and will be paid by, the above petitioner.

Signature: \_\_\_\_\_  
(PETITIONER)

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