

**PLAT COMMITTEE
PROCEDURES FOR SUBDIVIDING
FIVE OR FEWER NEW LOTS,
1.5 ACRE MINIMUM PER LOT
NOT INVOLVING ANY NEW ROADS**

1. Contact Mr. Parrish, Newton County Health Department, (219) 285-2052, to discuss soil work for septic.
2. Contact Larry Holderly, County Engineer, (219) 285-8624, to discuss drainage requirements.
3. Obtain a copy of the Subdivision Control Ordinance and submit to your surveyor so that he/she may draw a plat based on the information given from steps 1 and 2 as well as the Ordinance.
4. Obtain the legal description of the property.
5. Obtain the names and addresses of the current property owners within 300' in every direction of the property lines. You will need to go to the Auditor's Office to obtain this information.
6. Contact this office when you have completed steps 1 – 5 so that we can set up a meeting date and time for approval, as well as file the necessary paperwork.
 - a. There is a \$100.00 filing fee due at the time of application.

THE MEETINGS ARE GENERALLY HELD THE SECOND TUESDAY OF EVERY MONTH.

(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 Plat Committee of Newton County, Indiana, for 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: _____

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: _____