

APPLICATION FOR MINOR SUBDIVISION

To: Montgomery County Planning and Zoning Commission  
Montgomery County Board of Supervisors

I (we), the undersigned proprietor(s) and/or proprietor's agent(s) of the land described in #1 below, do hereby respectfully petition to subdivide said tract of land pursuant to the Montgomery County Subdivision Regulations, as shown below, and do hereby also submit the attached supporting documents, information, and plats, as is called for in the Montgomery County Subdivision Regulations.

1. The tract of land proposed to be subdivided is described as follows:

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

2. Name and address of owner(s): \_\_\_\_\_

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

3. Name of the subdivision: \_\_\_\_\_

4. The current zoning classification for the land proposed to be subdivided is: \_\_\_\_\_

5. Number of lots in the proposed subdivision: \_\_\_\_\_

6. Total acres in the proposed subdivision: \_\_\_\_\_

Signature(s):

By: \_\_\_\_\_

Application fee of \$50 shall be included with application.

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Date filing fee paid and application documents submitted: \_\_\_\_\_

Planning and Zoning Commission action: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor meeting date: \_\_\_\_\_

Supervisor approval date: \_\_\_\_\_

Plats Filed and Recorded: \_\_\_\_\_

### **Minor Subdivision Application Checklist**

This checklist is provided only for your review prior to submitting the Minor Subdivision application. Detailed application requirements are found in Section 7 of the Montgomery County Subdivision Regulations.

#### Checklist for Minor Subdivision

Name of Subdivision: \_\_\_\_\_  
Total acreage: \_\_\_\_\_  
Location: \_\_\_\_\_  
Legal description: \_\_\_\_\_  
Location Roads: \_\_\_\_\_  
Boundary of adjacent property: \_\_\_\_\_  
Building setback lines and easements: \_\_\_\_\_  
Building lines: \_\_\_\_\_  
Area of each lot: \_\_\_\_\_  
Accurate drawing of subdivision: \_\_\_\_\_  
Boundary lines and description: \_\_\_\_\_  
Deed restrictions and/or covenants: \_\_\_\_\_  
Dedication public areas, if necessary: \_\_\_\_\_

#### Certificates required:

Resolution of approval by City Council, if necessary: \_\_\_\_\_  
Certification by a Registered Land Surveyor: \_\_\_\_\_  
Certification of dedication of roads, if necessary: \_\_\_\_\_  
Certificate of Ownership of land: \_\_\_\_\_  
Certificate of County Treasurer: \_\_\_\_\_  
Certificate of County Recorder: \_\_\_\_\_

#### Instruments required:

Copy of restrictive covenants: \_\_\_\_\_  
Dedication of Agricultural Easement, if necessary: \_\_\_\_\_  
Statement from mortgage holders, if necessary: \_\_\_\_\_  
Opinion from Attorney-at-Law: \_\_\_\_\_  
10 copies included: \_\_\_\_\_  
Application form: \_\_\_\_\_  
Application fee: \_\_\_\_\_