APPLICATION FOR LAND DEVELOPMENT IN ACCORDANCE WITH BUFFALO COUNTY SUBDIVISION REGULATIONS

Buffalo County Zoning Office
1512 Central Ave., PO Box 1270 Kearney, NE 68848
308-233-5640 www.buffalogov.org

Type of Plat Administrative Sub_____ Preliminary Plat_____Final Plat_____
Vacation of Plat_____ Variance_____

The zoning administrator, who may be accompanied by others, is hereby authorized to enter upon the property during normal working hours for the purpose of becoming familiar with the proposed situation.

Subdivision name: _____Date_____

Owner's name: _____

Owner's home address: _____

Telephone number(home): _____ (daytime) _____

Developer's name: _____

Developer's address: _____

Engineer's name and address:_____

List all people who own, have liens and other interest_____

_____

Present use of property: _____

Desired use of property: _____Present Zoning_____

Legal Description of property: _____

Area of property(square feet and/or acres) _____

Number of lots or parcels: _____

School District_____Fire District_____

Please attach exhibits (plat, easements, water courses, surveyor's certificate with legal description, copy of covenants, DEQ permits, etc if applicable)

The above requested information is, to the best of my knowledge, true and accurate.

Signature of Owner: _____ Printed Name_____

And agent: _____

Preliminary Plat approval date: _____

Office Use Only
Permit Number_____
Filing Fee_____ Receipt #_____
Zoning Classification_____
Floodplain Yes or No_____
8/09 Date Initial

Action Taken:
P & Z Recommendation: _____ approved _____disapproved Date: _____
County Commissioners _____ approved _____ disapproved Date: _____

APPLICANT'S CHECKLIST

In order for your application to be considered complete all of the information. This needs to be turned into the Zoning Authority by the deadline as found on our website.

Generally, by State law, after adoption of subdivision regulations, any tract that is 10 acres or less requires a subdivision.

EXCEPTIONS INCLUDE THE FOLLOWING AS PER SECTION 106

Sec. 1.06 EXEMPTED INSTANCES These regulations shall not apply to the following:

A. **More than Ten Acres** To a subdivision of land whereby the smallest parcel created or remaining is more than ten (10) acres, net of any private and/or public road reservation, dedication, right-or-way, or occupation and such land has access by dedicated and maintained public or private road(s).
B. **Burial Lots** The subdivision of burial lots in cemeteries.
C. **Two Lots with Same Use** The combination of two or more lots for one principle use.
D. **Boundary Changes.** A change in the boundary between adjoining lands where the lot sizes after boundary change comply with all applicable subdivision and zoning regulations.
E. **Previously Existing Subdivisions** A subdivision of land, filed of record with the Register of Deeds of Buffalo County prior to the effective date of this resolution.
F. **Judicial Actions** Judicially ordered land splits, land divisions, and/or boundary changes.
G. **Street, Public Utility, Railroad Adjustments** Land used for adjusting street or railroad right-of-way, a drainage easement or other public utilities subject to local, state or federal regulations, where no new street or easement of access is involved.
H. **Government and Public Utility Acquisitions** Any subdivision of land caused by the acquisition of land by the Federal Government, State of Nebraska, any natural resource district, any county, city, village or public utility having power to condemn.

ADMINISTRATIVE SUBDIVISIONS – See Section 3.02

PRELIMINARY PLAT – See Section 3.03 – Need 10 copies

FINAL PLAT – See Section 3.14

Need original Mylar and 5 copies of Blueline or Blackline
18 x 24 inches
Scale 1" = 100 feet See Chapter 8
Certificates and acknowledgements - See Section 8.03

VACATION OF PLAT – See Section 3.21

VARIANCE PROCEDURES – See Section 3.25

FEE SCHEDULE FOR BUFFALO COUNTY SUBDIVISION REGULATIONS

Administrative Subdivisions: Filing with Zoning Administrator	$300.00 plus estimated cost of publication at time of filing
Modifications after filing Plus filing fees set by Register of Deeds	$150.00 plus estimated cost of publication at time of filing
Plus per lot fee of	$50.00
Non-Administrative Subdivisions: Preliminary Plat	$200.00 plus estimated cost of publication at time of filing
Final Plat (applied each portion if staged)	$100.00 plus estimated cost of publication at time of filing
Plus per lot fee of	$50.00
Other Processes or Events: Minor Subdivision Changes	$100.00 plus estimated cost of publication at time of filing
Vacation of Plat or part thereof	$250.00 plus estimated cost of publication at time of filing $125.00 plus estimated cost of publication at time of filing for administrative subdivisions
Variance	$100.00 plus estimated cost of publication at time of filing
Fee if public hearing postponed Fee for process if not otherwise stated	$50.00 $50.00

Plus filing fees set by Register of Deeds unless Code states otherwise

Passed at Board of Supervisors meeting on February 24, 2009

New fees effective 7/1/17

APPENDIX:

EXHIBIT "A"

LIMITED TITLE REPORT (can be used for administrative or formalized subdivisions)

PREPARED FOR: Buffalo County Attorney's Office

Dated of Search:

_____, undersigned, a duly licensed abstractor hereby certifies that they have examined the records in the Office of Buffalo County, Nebraska Register of Deeds, as the same relates to the following matters only and to the following described real estate, to-wit:

OWNER'S NAME FOR ACKNOWLEDGEMENT:

LIENHOLDERS:

EASEMENTS:

_____

Registered Abstractor

Certificate of Authority: _____

EXHIBIT B (can be used for administrative or formalized subdivisions)

Suggested language for Dedication:

KNOW ALL MEN BY THESE PRESENTS: that (owner(s), lienholders, etc.,) being all owners and other parties of interest (lienholders, etc.) of the land described hereon, have caused the same to be surveyed, subdivided and platted and designated as " (name of subdivision), a subdivision being in the " " quarter of Section " ", Township " ", north, Township " ", West of the 6th P.M., Buffalo County, Nebraska (state complete legal description) and said owners and other parties of interest hereby ratify and approve the disposition of their property as shown on the above plat, and do hereby dedicate (roads, etc.) to the use and benefit and enjoyment of (describe the public, particular lots, etc.,) and further dedicate the utility easements (if any) to the various utility companies as shown upon said plat, and acknowledge said addition to be made with the free consent and in accord with the desires of said owners and other parties of interest.

Dated this _____ day of _____, 2_____.

(signatures of all parties: _____, (typed name or)
(or typed name)

Suggested language of Resolution/Clerk's Certification:

BE IT RESOLVED BY THE BUFFALO COUNTY BOARD OF COMMISSIONERS OF BUFFALO COUNTY, NEBRASKA, in regular session with quorum present, that the plat of "(name of subdivision)", a subdivision being in the " " quarter of Section " ", Township " ", north, Township " ", West of the 6th P.M., Buffalo County, Nebraska_ duly made out, acknowledged and certified is hereby approved, accepted, ratified, and authorized to be filed and recorded in the Office of the Register of Deeds, Buffalo County, Nebraska.

Moved by:_____, and Seconded by _____
(typed name) (typed name)
that the foregoing resolution be adopted. Said Motion carried on _____ vote.

STATE OF NEBRASKA)
) SS
COUNTY OF BUFFALO)

I (name of county clerk) , County Clerk in and for Buffalo County, Nebraska, being duly qualified, do hereby certify that the above is a true and correct copy of the resolution as passed by the Buffalo County Board of Commissioners on the _____ day of _____, 2_____.

(seal)

_____
(typed name), County Clerk

Suggested language for Treasurer's Statement:

COUNTY TREASURER'S CERTIFICATE

This is to certify that I find no regular or special taxes due on the property described within the surveyor's certificate and described within this plat, as shown on the records of this office as of this _____ day of _____, 20____.

(seal)

_____,
Typed Name: Treasurer
For Buffalo County, Nebraska

Suggested language for Planning and Zoning Commission's statement:

The undersigned, (name of person), Chairperson of Vice-Chairperson of the Buffalo County Planning and Zoning Commission do hereby certify that the foregoing plat of (name subdivision)), a subdivision being in the " " quarter of Section " ", Township " ", North, Township " ", West of the 6th P.M., Buffalo County, Nebraska_ was submitted to Buffalo County Planning and Zoning Commission for public meeting and review and that the recommendation by the Buffalo County Planning and Zoning Commission was made to the Buffalo County Board of Commissioners on the _____ day of _____, 2_____.

_____
(typed name) Chairperson

REQUIRED LANGUAUGE IF PRIVATE STREETS AND/OR WAYS IN SUBDIVISION:

"One or more of the access easements shown on this plat is private, and does not meet state or county standards for inclusion in the secondary road system and will not be maintained by Buffalo County. The property owner and successor thereto agrees to not request road maintenance from Buffalo County until such time as the private streets are brought to the then applicable Buffalo County's Subdivision Street Requirement standards".

EXHIBIT "C" (can be used for administrative or formalized subdivisions)

Suggested Surveyor's Certificate:

I, (name of surveyor) do hereby certify that (he/she/surveying company) surveyed (name of subdivision) an addition to Buffalo County, Nebraska, as shown on the above plat, (crew chief, surveyor in training, etc.), that the lots are well and accurately staked off and marked, the dimensions of the lots are as shown on the above plat, the lots bear their own number, outlots are identified where present and/or noted, and that survey was made with reference to know and recorded monuments.

(seal)

_____
(Name of Surveyor)
Neb. Reg. L.S. No. _____

EXHIBIT "D"

MONUMENTATION

The surveyor shall establish, reestablish or confirm the prior establishment of permanent monuments at each exterior boundary point including angle points, points of curvature, or change in directions on the exterior boundary of the subdivision. The surveyor shall establish permanent monuments at each block corner, lot corner, or lot other otherwise created and permanent monuments shall be established at all angle points, points of curvature, or change in directions around the boundary of each new lot created by the subdivision. All permanent monuments shall be established, reestablished, or confirmed prior to recording of the plat presented for filing.

The monuments set shall be constructed of material capable of being detected by commonly used magnetic locators. These monuments shall consist of a 5/8" x 24" reinforcing rod, constructed of material capable of being detected by commonly used magnetic locators. A durable cap bearing the registration number of the professional land surveyor responsible for the establishment of the monument shall be affixed securely to the top of each monument. The surveyor shall follow additional State of Nebraska regulations and statutes, and the minimum standards as adopted by the Professional Surveyors Association of Nebraska when extenuating circumstances dictate the required monument cannot be established with the minimum monument ingredient required herein.