



**FRANKLIN COUNTY
PLANNING & BUILDING CODES
DEPARTMENT**
321 West Main Street
Frankfort, KY 40601
Phone: (502) 875-8701
Fax: (502) 875-8737
www.franklincounty.ky.gov

OFFICE USE ONLY

Received: _________
Payment Amt: _____
Receipt #: _____
Meeting: _____

APPLICATION FOR MINOR SUBDIVISION PLAT

MEETING DATE: _____ FILING DEADLINE: _____

The undersigned applicant/owner(s) of the following described property hereby request(s) the consideration of approval of a Minor Subdivision Plat, as specified below:

GENERAL INFORMATION

1. Applicant/Owner: _____

2. Mailing Address: _____

3. Phone Number:

Home: _____ Work: _____

4. Name of Surveyor or Engineer: _____

Registration Number: _____

Engineering Firm: _____

Address of Firm: _____

Phone Number: _____

SITE INFORMATION

5. General Location of Property: _____

6. Street Address (deed source included): _____

7. Type of Subdivision:

Minor Subdivision (5 or less lots): _____

Consolidation of 2 or more lots: _____

Lot Split (1 Lot into 2 or more lots): _____

ZONING INFORMATION

8. Zoning of Property: _____

9. Existing Use of Property: _____

10. Proposed Use of Property: _____

11. Size of Property: Acres: _____ Sq. Ft. _____

12. Number of Lots: _____

13. Average Square Foot of Each Lot: _____

SUPPORTING INFORMATION:

The following items must be attached to the application as supporting information to this request:

A. One Mylar and four (4) paper copies of the Minor Subdivision Plat (18"x 24") plus two (2) 11" X 17" paper copies (**original signatures on the mylar and all copies**). A copy of the Frankfort/Franklin County Subdivision Regulations is available upon request.

B. Filing Fee \$60 (for lot line adjustment only) \$100.00 (for new lots created)
(Checks should be made payable to the Frankfort/Franklin County Planning Commission.) *Note: Any fees incurred with the County's Engineering consultant for plan review, inspections, etc. will be forwarded to the applicant for payment.*

Date Signature of Property Owner

Note: One (1) copy of this form and the Supporting Information, Items A and B must be filed with the Frankfort/Franklin County Planning Commission at the Franklin County Department of Planning and Building Codes, 321 W. Main Street, Frankfort KY 40601.

Note: The County Clerk's Office will require a \$20 filing fee for plats; The County Clerk's Office also requires all plats and surveys to have Owner's Signature and Source of Title.

FOR OFFICE USE ONLY

DATE FILED: _____

FEE PAID: _____ RECEIPT #: _____

DATE OF NOTICE IN NEWSPAPER (if applicable): _____

DATE OF NOTICE TO ADJOINING PROPERTY OWNERS (if applicable):

DATE OF PUBLIC MEETING/HEARING (if applicable): _____

PLANNING COMMISSION RECOMMENDATION:

APPROVAL: _____ DENIAL: _____
MINUTE BOOK: _____ PAGE #: _____

CERTIFICATE OF LAND USE RESTRICTIONS FILED IN THE COUNTY CLERK'S
OFFICE ON: _____.

DATE

CERTIFICATION OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted.

Date	Signature of Owner
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CERTIFICATION OF ACCURACY

I hereby certify that the plan shown and described hereon is true and correct survey to the accuracy required by the Frankfort/Franklin County Planning Commission and that the monuments have been placed as shown hereon, to the specifications of the County Engineer or the City Engineer.

Date	Registered Engineer or Surveyor
	Registration Number
	Name of Engineering or Surveying Firm

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision regulations for Frankfort and Franklin County, Kentucky, with the exception of such variances, if any, as are noted in the minutes of the Frankfort/Franklin County Planning Commission and that it has been approved for recording in the office of the County Clerk.

Date

Chairman, Frankfort/Franklin County
Planning Commission or designee

If property will be on a Septic System or Private Treatment Plant, use the following certification.

CERTIFICATION OF APPROVAL FOR SEWAGE SYSTEM

I HEREBY CERTIFY THAT THE SEWAGE TREATMENT PROPOSED FOR INSTALLATION ON THIS PROPERTY FULLY MEETS THE REQUIREMENTS OF THE KENTUCKY CABINET OF HUMAN RESOURCE AND IS HEREBY APPROVED

Date

Authorized Health Official

If property will be attaching to the City of Frankfort's Sewer System, use one of the two, following certifications, whichever applies.

Certification of Sanitary Sewers When Sewers are Existing and Adjacent

The Frankfort Sewer Department hereby certifies that the property (properties) created by this action can be served by a public sewer by access across public right of way or dedicated easement and without otherwise crossing private property. We further certify that all easements or rights of ways noted on this plat/plan are acceptable to the Frankfort Sewer Department and based on the information provided to us, meet the property rights requirements of the Frankfort Sewer Department. This action does not release any property right not specifically noted.

Certification of Sanitary Sewer Department for subdivision not adjacent to sewers

The Frankfort Sewer Department hereby certifies that the property (properties) created by this action are not presently served by public sewers. However, the owner agrees to provide access across public right of way or dedicated easement without otherwise crossing private property to serve this property at no cost to the Frankfort Sewer Department. We further certify that all easements or rights of ways noted on this plat/plan are acceptable to the Frankfort Sewer Department and based on the information provided to us, meet the property rights requirements of the Frankfort Sewer Department. This action does not release any property right not specifically noted.

CERTIFICATION OF APPROVAL BY FRANKFORT PLANT BOARD

The Frankfort Plant Board hereby certifies that we have reviewed the Final Plat and hereby agree with the existing and proposed utility easements for new construction and maintenance.

Date _____ FPB – Water

Date _____ FPB – Electric

Date _____ FPB – Cable/Telecommunications

ACCEPTANCE OF EASEMENT RESTRICTIONS

The area indicated on the site plan by dashed lines and marked utility easements are hereby reserved for use by the City of Frankfort/Franklin County and Frankfort Plant Board facilities, for the purpose of providing utility services which include but not limited to: 1. Construct, maintain, operate, replace or rebuild pole lines, pipelines, and/or underground lines; 2. Right of ingress and egress over all lots to and from indicated easements; 3. Right to trim or remove any trees, shrubs, or undergrowth necessary to maintain proper service, and 4. Right to keep said easements free of any structures or obstacles that may create a hazard, or prevent use of the easement for its intended purpose, or to limit or

hinder access through, over, and along easement, to the said service of poles, cables, transformers, enclosures or lines. It is understood that as part of the easement stipulation that owners, their heirs, or assigns hereby agree that no excavation will be attempted within five (5) feet of any buried facilities installed within the easement herein defined. Buried facilities shall be located prior to excavation by calling BUD 1-800-752-6007. Property owners who place, construct, build or install structures, trees, fences, landscaping or any other item within the easement, may be subject to charges relating to the use shall not interfere with the right and privileges herein reserved.

Date

Owner

Certification by Review Agencies

I (we) hereby certify that these plans have been reviewed by our agency and that the improvements shown herein meet or exceed all the requirements of our agency (agencies).

Columbia Gas

Date

AT&T

Date

Franklin County Fire Department

Date

Roadway Entrance Certification

I certify that an entrance from the proposed development may be granted onto the city street, county road, or state highway shown on the plat described hereon. However, an entrance permit for each lot will be required after structure location is established.

Street, Road or Highway Official

Date

