

City of South Hutchinson Tract/Lot Split or Boundary Adjustment Application

This application is for property owners requesting to divide an existing lot into two or more separate lots. Approval is subject to zoning regulations, infrastructure requirements, and other city ordinances. Please see Article 3 of the Subdivision Regulations of the City of South Hutchinson, Kansas, for more information such as requirements and approval guidelines. If requesting only a boundary adjustment, fill out numbers 1, 2(if applicable), and 5.

1. Application Information (Required for Lot Split & Boundary Adjustment)

- Application Name: _____
- Address: _____
- City: _____ State: _____ Zip: _____
- Phone Number: _____
- Email Address: _____

2. Property Owner Information (If different from the applicant)

- Application Name: _____
- Address: _____
- City: _____ State: _____ Zip: _____
- Phone Number: _____
- Email Address: _____

3. Property Information

- Parcel Number(s): _____
- Zoning District: _____
- Current Lot Size(s): _____ acres/sq ft
- Proposed Number of Lots: _____
 - Lot 1: _____ acres/sq ft
 - Lot 2: _____ acres/sq ft
 - Lot 3(if applicable): _____ acres/sq ft
- Please provide a brief description and purpose of the proposed tract or lot split and any planned infrastructure improvements (e.g., roads, utilities):

- List each public utility (water, sewer, electricity, gas) available for each proposed lot. If a utility is not available, describe how services will be provided:

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4. Required for Submittal- Please attach the following documents

- A survey or plat map of the proposed lot split, prepared by a licensed surveyor
- A legal description of the proposed lots
- A title report or proof of ownership
- Any additional documentation required by the City of South Hutchinson

5. ONLY FOR-Boundary Adjustment Request

If you are requesting a boundary adjustment between existing parcels, please complete this section.

• Parcels Involved in Adjustment:

- Parcel A#: _____
- Parcel B#: _____

• Reason for Boundary Adjustment:

• New Lot Sizes:

- Parcel A: _____ acres/sq ft
- Parcel B: _____ acres/sq ft

• Required for Submittal-Please attach the following documents

- A survey or plat map of the proposed boundary, prepared by a licensed surveyor
- Updated legal descriptions
- A title report or proof of ownership
- Any additional documentation required by the City of South Hutchinson

Application Certification- I hereby certify that the information provided in this application is true and correct to the best of my knowledge.

Signature of Applicant: _____

Date: _____

For Boundary Adjustments:

Signature of Parcel A Owner (if applicable): _____

Date: _____

Signature of Parcel B Owner (if applicable): _____

Date: _____

Instructions: Completed applications and supporting documents must be submitted to the City of South Hutchinson at 2 South Main Street. For assistance, please contact Jeff Schenk.



city of south hutchinson
2 south main
south hutchinson, kansas 67505
620-663-7104

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CITY USE ONLY

Date Received: _____

Application Fee Paid: \$_____ (Receipt #:_____)

Reviewed By: _____

Planning Commission Approval Date (if required): _____

Conditions of Approval:

Signature of City Official: _____

Date: _____