



Administrative Subdivision Application

This 2-page form must be filled out completely
before your application will be accepted.

1. Property Location of this Administrative Subdivision

(street address and/or boundary description) _____

2. Existing Use and Proposed Use of the Property: _____

3. Subdivision Name: _____

4. Legal Description of Property: _____

5. Property Owner: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

6. Attorney: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

7. Land Surveyor: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)



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8. Contact Person: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

I (We) certify that I (we) am (are) familiar with applicable state and local codes and ordinances, the procedural requirements of the City of Nevada, and have submitted all the required information which is accurate and true.

Signed by: _____
(Applicant) (Date)

NOTE: No other signature may be substituted for the Property Owner's Signature(s)

and: _____
(Property Owner) (Date)

and: _____
(Contact Person) (Date)

Administrative Subdivision Checklist

The following items must be included with this submittal for approval of an Administrative Subdivision:

- One (1) completed and signed Application Form.
- Six (6) copies of the Plat no larger than 24" by 36".
- One (1) 11" by 17" black-line reduction copy of the Plat.
- A check or cash for the application filing fee as established by the City Council