

City of Sidney, Nebraska

1115 13th Avenue, P.O. Box 79, Sidney, NE 69162 (308) 254-5300

SUBDIVISION CHECKLIST

- Public hearing by Planning Commission on preliminary plat.
- Owners proof of ownership: Either an Attorney's letter of Opinion, or Title Insurance.
- Final plat, subdivider agreement and petition letter submitted to city within 1 year of approval of preliminary plat for consideration of City Council.
- Final plat and subdivider agreement recorded at Cheyenne County Clerk's office.
- Ordinance(s) prepared for improvement districts and submitted to City Council.
- Ordinance(s) filed at the Cheyenne County Clerk's Office.
- Resolution hiring engineering firm for City Council consideration.
- Engineering firm designs project(s) and obtains required approvals.
- Plans and specifications for project(s) approved by City Council and bid date approved.
- City Council accepts bids and awards contract(s).
- City continues with project for construction.
- City Council sets assessments after project(s) completed.

A subdivision can be submitted without a plat if all requirements of Chapter 1224.02 have been met. This must be discussed in advance with the Zoning Administrator prior to application submittal.



City of Sidney

P.O. Box 79, Sidney, Nebraska 69162

APPLICATION FOR APPROVAL OF SUBDIVISION OF REAL ESTATE PRELIMINARY PLAT

1. Name of Subdivision: _____
2. Name of Applicant: _____
Address _____
(Street No. & Name) (City) (State) (Zip Code)
3. Name of Local Agent: _____
Address _____
(Street No. & Name) (City) (State) (Zip Code)
4. Owner of Record: _____
Address _____
(Street No. & Name) (City) (State) (Zip Code)
5. Engineer: _____
Address _____
(Street No. & Name) (City) (State) (Zip Code)
6. Land Surveyor: _____
Address _____
(Street No. & Name) (City) (State) (Zip Code)
7. Subdivision Location: On the _____ side of _____
_____ feet _____ of _____
(Direction) (Street)
8. Legal Description: _____

9. Total Acreage _____ Zone _____ Number of Lots: _____
10. Purpose of Subdivision of Land: _____

11. Attached:

- 12 copies of the Preliminary Plat
- Chapter 1224.02 Lot Boundary change without a preliminary plat.
- Filing Fee of \$50.00
- Land Proof of Ownership
- Letter of Transmittal
- Other _____

12. Brief written description of preliminary plat: _____

13. The undersigned hereby acknowledges that he or she is familiar with all the requirements of Part Twelve - Planning and Zoning Code, Codified Ordinances of Sidney, Nebraska, and amendments thereto, establishing minimum subdivision design standards to be installed by the subdivision and that he or she has caused said preliminary plat and plan to be prepared. He or she certifies that all requirements of Part Twelve - Planning and Zoning Code, Codified Ordinances of Sidney, Nebraska, and amendments thereto have been met and submits this application for approval subject to the requirements of said ordinances.

14. Signature: _____
(If signature is other than property owner, please attach owner's proof of acknowledgment of application)

Received By: _____ Date: _____