

**Village of Mechanicsburg
Lot Split Application**

Office Use Only
Date Filed: _____
Lot Split #: _____
Fee: _____

Part I General Information

Applicant's Name: _____ Phone # _____

Address: _____

Owners Name: _____ Phone# _____

Address: _____

Subject tract is located at _____ Between
_____ (Street/Parcel #)
_____ and _____

_____ (Address/parcel #) _____ (Address/parcel #)

Existing Use of Property _____ Existing Zoning _____

Proposed Use of Property _____

Part II Site Plan

The applicant shall submit 3 copies of a site plan accurately drawn to scale clearly illustrating the following items:

- a. Dimensions and size of existing and proposed lots and easements.
- b. Size and location of existing and proposed development such as buildings, structures, signs, water supply, waste water treatment, driveways and parking, etc.
- c. Existing and proposed use of all parts of the land and buildings; and
- d. Any additional information concerning the subject tract and neighboring tracts as may be required by the Zoning Inspector in order to determine compliance with and provide enforcement of the Zoning Ordinance.

Staking Site: Immediately after a lot split application is filed, the corners of the lot(s) to be created shall be accurately staked.

Part III Applicants Affidavit

To the best of my (our) knowledge, the above statements and attached site plan are, in all respects true and accurate descriptions of the existing status and proposed plans for the property identified in this application.

Applicants Signature

This application is _____ approved _____ disapproved.

Zoning Inspector Date

County Engineer Seal Date

Office Use Only: Checklist of Required Documents
____ Site plan in duplicate
____ Dimensions and size of existing lots/easements
____ Size/location existing and proposed development/infrastructure
____ Existing and proposed use
____ Other information as required
____ Fee received