



CITY OF HUNTINGTON

Community Development
& Redevelopment

300 Cherry Street
Huntington, IN 46750

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www.huntington.in.us

REPLAT APPLICATION

Docket No: CSP-____-____

Receipt: _____

Meeting Date: _____

Filed: _____

1. APPLICANT

Name: _____

Address: _____

Phone: _____ Fax: _____

2. SURVEYOR

Name: _____ Firm: _____

Address: _____

Phone: _____ Fax: _____

3. PROPERTY OWNER

Name: _____

Address: _____

Phone: _____ Fax: _____

4. PROPERTY

Location: ☐ City of Huntington ☐ Unincorporated Huntington County

Township: ☐ Huntington ☐ Union ☐ Other: _____ Flood Zone: _____

Section: _____ Township: _____ Range: _____

Subdivision: _____ Section: _____ Lots: _____

PARCEL
No. 1

Parcel PIN: 35 - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____

Address: _____

PARCEL
No. 2

Parcel PIN: 35 - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____

Address: _____

PARCEL
No. 3

Parcel PIN: 35 - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____

Address: _____

5. DESCRIPTION OF REQUEST

Please provide a detailed description of the request; identify anything unique about the parcel/land and any other information that may be vital in the review of this application (additional pages may be used):

[illegible]

REVIEW THE ATTACHED INFORMATION AND GUIDELINES PRIOR TO SUBMISSION

I understand that this request can only be granted upon the Committee/Commission determining that all applicable criteria has been satisfied. I understand that it is my responsibility to provide the information and evidence necessary in support of this request. I have read and understand all application, submission, code and statutory information and requirements. The above information and any submitted evidence, to my knowledge, are true and accurate. I also grant permission for members of the City of Huntington Plan Commission, staff and agents the right to enter onto the property described in this application for the purposes of gathering and verifying information.

Applicant Signature	Printed Name	Date
Owner Signature	Printed Name	Date

FINAL DECISION

1. Primary Plat Approval: ☐ Subdivision Plat Committee ☐ Plan Commission
Date: _____ ☐ Approved ☐ Approved with Conditions ☐ Denied
2. Approval, denial or condition letter mailed on: _____ 5 Day appeal expiration: _____
3. Secondary Plat Approval: ☐ Subdivision Plat Committee ☐ Plan Commission ☐ Director
Date: _____ ☐ Approved ☐ Approved with Conditions ☐ Denied

REPLAT INFORMATION

What is a Replat?

A Replat is any change in a recorded plat of a subdivision. A Replat that creates additional lots is reviewed in the same manner as a Minor Subdivision or Major Subdivision depending upon their frontage on existing or new streets.

Application & Submittal Requirements

Replat:

- ☐ Completed application form (owners signature required).
- ☐ Payment of \$50.00 filing fee.
- ☐ Six (6) copies of the certified survey, prepared by a land surveyor licensed by the State of Indiana on paper not exceeding 24" by 36", legal description and the Surveyor's Report with required signature block and certifications.
- ☐ Although not required, a Mylar or other comparable material is preferred for recording by the County Recorder.

General Information

The applicant is encouraged to review IC 36-7-4-700 series; the Subdivision Code, the Rules of Procedure adopted by the Plan Commission and the following:

1. The Subdivision Plat Committee or Plan Commission shall approve or deny Replats.
2. All actions of the Subdivision Plat Committee and Plan Commission are governed by IC 36-7-4-700 and the Subdivision Code.
3. The Rules of Procedure of the Plan Commission govern the actions of the Committee and Commission, including how notice is provided to interested parties and when commitments are permitted.
4. The Subdivision Plat Committee or Plan Commission shall review the Replat request to determine that all required findings of fact have been satisfied.
5. The Subdivision Plat Committee or Plan Commission may impose reasonable conditions as a part of any approval.
6. The Subdivision Plat Committee or Plan Commission may permit or require the owner of a parcel of property to make a written commitment concerning the use or development of that parcel (see: IC 36-7-4-1015 and the Rules of Procedure concerning commitments).
7. The Subdivision Plat Committee or Plan Commission may continue the hearing or deny the petition when, in its judgment, the petitioner has not provided sufficient information or evidence to make a determination.
8. In accordance with IC-36-7-4-924, a decision of the Plat Committee or Director may be appealed to the Plan Commission. An appeal to a Plat Committee or Director decision must be filed within ten (10) days of the decision.
9. In accordance with IC-36-7-4-1016, a final decision of the Plan Commission is subject to judicial review if filed within thirty (30) days of the Board of Zoning Appeals decision.

IMPORTANT: THE APPROVED SECONDARY PLAT MUST BE RECORDED WITHIN TWO (2) YEARS FROM THE DATE OF SECONDARY PLAT APPROVAL OR THE PLAT APPROVAL IS NULL AND VOID.

REPLAT INFORMATION

Approval Process

Minor Subdivision Plat approval is a two step process that involves primary and secondary approval in accordance with State Law and as outlined below. In addition, some approval decisions have the ability to be deferred.

Primary Plat:

1. Application submitted.
2. Subdivision Plat Committee reviews the application and makes a determination.

Secondary Plat:

1. After the expiration of a 5 day appeal period for interested parties, the application is automatically submitted for secondary approval.
2. If no appeals have been filed and any applicable conditions have been satisfied, the Director may grant secondary plat approval.

Findings of Fact

The Plat Committee may approve a Replat only upon a determination in writing that:

1. No additional lots are created or established;
2. No lot is altered in a manner which would reduce it below the minimum requirements of the Zoning Ordinance without approval from the Board of Zoning Appeals.

If the Replat which proposes to create additional lots is required to be reviewed by the Plan Commission in the same manner as a Minor or Major Subdivision, depending upon the new lots frontage on existing or new streets.