

**LOT SPLIT ORDINANCE 2006-01**  
**Article XXVI, Section 26.01**

The City of Oronoco deems it necessary to require requests for lot splits to be filed with the City clerks Office, and follow the procedure set forth herein.

1. In the event a property owner wishes to detach a portion of one platted lot and add it to an adjoining platted lot, or creating a new lot or parcel, this shall be known as a 'lot split' and the process for accomplishing this shall be as set forth in this section.
2. An owner desiring a lot split shall submit a completed application form to the City. This application form shall contain the applicant's name, address, home and work telephone numbers, fax number and/or email address, address of the property in question if different from applicant's address, the legal description of the property, and a summary of the reasons why the property owner believes the lot split is warranted. It must be signed and dated by the applicant.
3. An owner desiring a lot split shall also submit either a certificate of survey prepared by a registered land surveyor, a plat drawing prepared by a person who prepares plat drawings for attorneys handling real estate closings, or a plat drawing prepared by the owner indicating the specific physical location of lot markers or lot lines. The owner shall also submit an application fee from the established fee table recommended by the Planning & Zoning Commission to the City Council.
4. Upon receipt, the completed application and survey/plat drawing shall be submitted to the Planning and Zoning Commission for review. A public hearing must be held to approve the request. The Planning and Zoning Commission shall consider, among other things, their reason for the request, whether the lot after the split would comply with all the requirements of the Land Management Ordinance concerning minimum size, setbacks, etc. and the effect which the lot split, if approved, might have on the rights of adjoining property owners. In order to be approved, the lot split must not result in a lot or portion of a lot which lacks access to a public street or roadway. The Planning and Zoning Commission, upon reviewing the request, shall make a recommendation to the City Council for their approval, or disapproval.
5. If approved by the City Council, the City Clerk shall,
  - a. Issue a notice of approval in writing to the property owner.
  - b. Record this approval with the Olmsted County Recorder (with an official legal description {by a surveyor} of the properties effected by the split - which is supplied by the applicant).
  - c. Properly address the new parcel (at the cost of the applicant)

Approved this 20<sup>th</sup> day of March, 2006.

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Joy Bertsinger, Mayor

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Cheryl Nymann, Clerk/Treasurer