SKETCH PLAT #	
FILING FEE	
RECEIPT #	

Section ____ T ____ N,R ____W

MILLS COUNTY, IOWA - SKETCH PLAT APPLICATION

1. PROPERTY OWNER:		TELEPHONE:	
ADDRESS:	CITY STATE ZIP CODE		
PROPERTY OWNER:		TELEPHONE:	
ADDRESS:	CITY STATE ZIP CODE		
2. DEVELOPER: (If other than owner(s))		TELEPHONE:	
ADDRESS:	CITY STATE ZIP CODE		
3. SURVEYOR: (If known)		TELEPHONE:	
ADDRESS:	CITY STATE ZIP CODE		
4. STREET NAME (S):			
5. CIVIL TOWNSHIP NAME:			
6. CURRENT LEGAL DESCRIPTIONS:	PROPERTY #1: PROPERTY #2:		
7. PROPOSED LEGAL DESCRIPTIONS:	PROPERTY #1: PROPERTY #2: PROPERTY #3:		
8. WATER SUPPLY:	☐Public Water System ☐Common Water System ☐Private Water Well		
9. SANITARY SEWER:	☐Public Sewer System ☐Common Sewer System ☐Onsite Wastewater Treatment & Disposal System (Septic System)		
10. LAND USE:	PRESENT:	PROPOSED:	
11. REQUIRED ATTACHMENTS:	A. Statement of any existing easements B. Statement indicating source of water supply and sanitary sewer disposal types distance to the nearest public water and public sewer C. A copy of the sketch plat D. Filing fee - Make checks payable to Mills County Treasurer	☐ ☐ ☐ ☐	For Office Use Only

12. CERTIFICATION AND SIGNATURE: I hereby certify that all of the information and documentation presented with this application is true and correct to the best of my knowledge.

Signature of Property Owner:	Date:
Signature of Property Owner:	Date:

DECISION: This sketch plat application has been reviewed and it has been determined that said subdivision has been classified as a:

☐Property Split ☐Property Line Adjustment ☐Minor Subdivision ☐Major Subdivision

☐ **TENTATIVE APPROVAL:** _____

Amber Farnan, Mills County Auditor Date

If a Plat of Survey or Preliminary Plat is not filed within one year from this date, Sketch Plat Application will be deemed void

With the following conditions: _____

_____

_____

☐ **ENGINEER Review and Comment:** _____

_____

Engineer Signature:_____ **Date**_____

SAID APPLICATION IS HEREBY:

☐ **DENIED**

_____

Amber Farnan, Mills County Auditor Date

DENIED, for the following reason:

☐ **Final Approval** _____

_____

_____

Amber Farnan, Mills County Auditor Date

IF APPROVED, A COPY OF THIS DOCUMENT MUST BE RECORDED WITH THE DEED OR CONTRACT. FAILURE TO DO SO WILL RESULT IN THAT DOCUMENT BEING PROCESSED AS "NO TRANSFER".

Form Rev. August 2023

MILLS COUNTY, IOWA – SKETCH PLAT APPLICATION SCHEDULE OF FEES

Fee Authorized by the Mills County Subdivision Ordinance	
Sketch Plat Application for Parcel Split	$50 per parcel created
Sketch Plat Application for property Line Adjustment	$100
Sketch Plat Application for a Minor / Major Subdivision	$150 for first 3 lots, plus $10 per each additional lot
Sketch Plat Variance Fee	$50
Preliminary Plat – Minor Subdivision / Major Subdivision (4 lots or less)	$250
Preliminary Plat – Minor Subdivision / Major Subdivision (5 lots or more)	$300, plus $10 per each additional lot
Final Plat Application – Minor subdivision (4 lots or less)	$250
Final Plat Application – Minor subdivision (5 lots or more)	$300, plus $10 per each additional lot
Final Construction Plan Review	$300
Subdivision Variance	$125
Any Sign for New Subdivision Road (per intersection with public road)	$225