



Town of Bernalillo

**APPLICATION FOR
SUMMARY PLAT**

INSTRUCTIONS

In accordance with the Subdivision Regulations of the Town of Bernalillo, the Planning & Zoning Commission may approve certain subdivisions by a Summary procedure, which combines Preliminary and Final Plat requirements. Such Summary Approval may be given when at least one of the follow conditions is true: 1) The proposed subdivision contains no more than two resulting lots (ie. a Lot-Split); 2) The proposed subdivision is a Re-Subdivision (ie. Re-Plat) where the combination, or recombination, of previously platted lots does not increase the total number of lots; or, 3) The proposed subdivision is a Vacation of existing lot lines, easements, rights-of-way, etc.. Type or print clearly on this form, and attach **2 (two) full-size copies and 12 (twelve) 11" x 17" copies** of the Summary Plat. Also include any required supplementary materials. Incomplete or inaccurate applications may delay the review process. The completed application package must be submitted to the Town of Bernalillo Planning & Zoning Commission through the Town Planner, and shall be in compliance with the Town of Bernalillo Subdivision Regulations and Standards. The application must be accompanied by the appropriate **Filing Fee of: Lot-Split: \$270.00; Re-Plat or Vacation: \$50.00.**

APPLICANT INFORMATION

Applicant: _____ Phone: _____

Address: _____

Agent (if any) _____ Phone: _____

Address: _____

TYPE OF SUMMARY PLAT REQUESTED

- Lot-Split
- Re-Plat
- Vacation

GENERAL INFORMATION

Legal Description of Property: _____

Current Zoning _____

Yes No Requires Zone Amendment?

Yes No Requires Variance(s)?

ACKNOWLEDGEMENTS

Application is hereby made for a Summary approval of the subdivision of land proposed herein. I have examined, am familiar with, and have complied with, any and all requirements of the Subdivision Regulations and Standards of the Town of Bernalillo including, but not limited to: payment of administration fees, transfer of water rights, and dedication of land for public use. I have also complied with the requirements of any and all other applicable rules, regulations, and ordinances related to property development within the Town of Bernalillo. I further understand and agree that neither the Town nor any of its agents shall be held liable for any lack of understanding, or misinterpretation, on my part, of any said requirements.

Signature of Applicant or Agent: _____ Date: _____

Receipt by Planning & Zoning Officer: _____ Date: _____

Application Fee Total: _____ Receipt #: _____

Hearing Location: **Bernalillo Town Council Chambers** Hearing Date & Time: _____