



**CITY OF SPRINGFIELD**  
COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING & ZONING DIVISION

LOT SPLIT VARIANCE APPLICATION

To be filed in the Community Development Department, Office of the Planning & Zoning Administrator.

This application is not considered filed unless all spaces are filled and the necessary items have been submitted. Any or all items may be rejected if not clearly discernible.

**(PLEASE PRINT)**

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME OF OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**LOCATION OF LOT SPLITS:**

City \_\_\_\_\_ County \_\_\_\_\_ Township \_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

**SIZE OF TRACT BEFORE LOT SPLIT:**

Parcel # \_\_\_\_\_ Acreage \_\_\_\_\_ Frontage on public road \_\_\_\_\_

Parcel # \_\_\_\_\_ Acreage \_\_\_\_\_ Frontage on public road \_\_\_\_\_

**SIZE OF TRACT(S) AFTER SPLIT:**

Lot # \_\_\_\_\_ Acreage \_\_\_\_\_ Frontage on public road \_\_\_\_\_

Lot # \_\_\_\_\_ Acreage \_\_\_\_\_ Frontage on public road \_\_\_\_\_

Lot # \_\_\_\_\_ Acreage \_\_\_\_\_ Frontage on public road \_\_\_\_\_

Lot # \_\_\_\_\_ Acreage \_\_\_\_\_ Frontage on public road \_\_\_\_\_

**ITEMS TO BE SUBMITTED:**

- Completed Application
- General Application
- Proof of Ownership or Owner Affidavit
- Written legal description (one for each split).
- Conceptual, to scale map showing lot split(s).
- Statement indicating reasons for the variance request.
- Fee of \$57 (res.) or \$285.00 (comm.).
- Mailing labels for adjoining property owners.