



City of Spring Hill, KS | Community Development | 401 N. Madison | Phone: (913) 592-3657 | planning@springhillks.gov

Lot Splits

A lot split provides for a one-time division of a tract of land or lot into not more than two tracts or lots without having to comply with the platting requirements of subdivisions.

Application

Application forms are available at City Hall or www.springhillks.gov and must be submitted along with all required documents to the Community Development Department.

The application must include the following:

- Completed and signed application
- Three copies of a survey to scale of the lots involved, showing the exact location and dimensions of the split. This survey must be completed by a licensed surveyor or engineer.
- Nonrefundable fee (\$250)

Procedure

Upon receiving the application, the Community Development Director will place the item on the next available Planning Commission agenda. The Planning Commission meets on the first Thursday of each month.

Report of Community Development Director

The Community Development Director will prepare a staff report that reviews the proposed lot split with respect to the zoning code, comprehensive plan, and other required criteria. This report will be provided to the Planning Commission.

Planning Commission Action

The Planning Commission will, in writing, either approve with or without conditions or deny the lot split within 30 days of the application. No lot split will be approved if one of the following applies:

- A new street or alley is needed or proposed
- Such action will result in significant increases in service requirements - examples: utilities, traffic control, streets, etc. - or will interfere with maintaining existing service levels - examples: additional curb cuts, repaving, etc.
- There is less street right-of-way than required, unless such dedication can be made on a separate instrument
- All easement requirements have not been satisfied
- Such split will result in a tract without direct access and less than 75 feet of frontage on a street

- A substandard sized lot or parcel will be created
- The lot split does not have a plan on how it will be served by water and sanitary sewers

Additional Planning Commission Action

The Planning Commission may make such additional requirements as deemed necessary to carry out the intent and purpose of existing subdivision regulations. Requirements may include but not be limited to the installation of public facilities or dedication of right-of-way and easements.