



**City of Nevis**  
**P.O. Box 108, 104 Main Street West**  
**Nevis, MN 56467**  
**218-652-3866, [neviscty@gmail.com](mailto:neviscty@gmail.com)**

**LAND DIVISION REQUEST – MINOR SUBDIVISION**

Required Attachments: Letter explaining request and any unique circumstances

- 1 Copy of current deed with legal description
- 1 Copy of deeds to be recorded showing proposed legal descriptions and proposed easements
- 1 Copy of Certificate of Survey (24 x 36 preferable)

Property Owner listed on Deed: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Existing Zoning of property to be divided: \_\_\_\_\_

Explain the planned uses of each lot created: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Lot Sizes: Lot 1 \_\_\_\_\_ Lot 2 \_\_\_\_\_ Lot 3 \_\_\_\_\_

Will all parcels have roadway access? If not, explanation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Property Owner

Date

*Property Owner is responsible for: providing a copy of the Certificate of Survey to the Hubbard County Auditor's Office and the Hubbard County Land Survey Department at 101 Crocus Hill Street, Park Rapids, MN*

*This application expires 60 days from the date of issuance.*

Cost: \$225.00 + \$25.00 per lot      Paid: \_\_\_\_\_

Escrow: \$500.00      Paid: \_\_\_\_\_

Public Works:

Is there Water and Sewer running to these properties? \_\_\_\_\_

Will there be a need for Water or Sewer Extension? \_\_\_\_\_

Will there be a need for removal of any part of the water or sewer system? \_\_\_\_\_

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Public Works Director Signature

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Date

Public Hearing was held on \_\_\_\_\_.

The Nevis Planning Commission voted to: RECOMMEND

The Nevis Planning Commission voted to: DENY,

the recommendation to the Nevis City Council a Minor Subdivision for the applicant. If, a denial, reason being:

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The Nevis City Council on \_\_\_\_\_, voted to (approve, deny) the recommendation from the Nevis Planning Commission a Minor Subdivision.