

# CITY OF SHELBYVILLE



## SUBDIVISION APPLICATION PACKAGE

Shelbyville Plan Commission  
44 West Washington Street  
Shelbyville, IN 46176  
Phone: 317.392.5102  
[www.cityofshelbyvillein.com/planbuild](http://www.cityofshelbyvillein.com/planbuild)

(Last Revision: January 2023)



## PRELIMINARY PLAT - SUBMISSION MATERIALS

**SHELBYVILLE PLAN COMMISSION**  
44 WEST WASHINGTON STREET  
SHELBYVILLE, IN 46176  
P: 317-392-5102

This page serves as a guide to summarize the required submission materials for a Preliminary Plat for administrative, minor, and major subdivisions. The Shelbyville Unified Development Ordinance outlines each requirement in more detail in Section 9.11-C-2-b for administrative subdivisions, 9.11-C-3-c(ii) for minor subdivisions, and 9.11-C-4-c(ii) for major subdivisions.

### General Requirements

If more than one page is used, each page shall be numbered sequentially. All plans must be legible and of sufficient quality to provide for quality reproduction or recording. When filing for the Technical Review Committee, submission must include five (5) physical copies of all plans, one (1) physical copy of the drainage report, and one (1) digital copy of all materials. When filing for Plan Commission/Plat Committee/Administrative Review, submission must include one (1) physical copy of all plans, one (1) physical copy of the drainage report, and one (1) digital copy of all materials.

Required Documents	Summary of Required Information	Subdivision Type		
		Admin	Minor	Major
<b>General Information to Include in Documents:</b>  UDO 9.11-C-2-b-(i)-- 9.11-C-2-b-(iii), & 9.11-C-3-c-(ii)-(b)-- 9.11-C-3-c-(ii)-(d), & 9.11-C-4-c-(ii)-[b]-- 9.11-C-4-c-(ii)-[d]	The name of the subdivision (if the subject property is within a previously platted subdivision); and/or a proposed name (if the property is not within a previously platted subdivision). The proposed name shall not duplicate the name of any subdivision in Shelby County which has been previously recorded.	X	X	X
	A written description of the location of the property, including current zoning, street address, and a legal description. The legal description shall state the total area included in the subdivision in acres.	X	X	X
	A dimensioned drawing of the parcel(s) of land that is being subdivided, including any remaining tract. The drawing shall show the subdivision boundary with benchmarks, the legal description point of beginning, and all dimensions, including the size of all existing properties included in the proposed subdivision, in acres. If any properties to be included in the subdivision are less than one (1) acre, they shall be described in terms of square footage.	X	X	X
	The name, street address, e-mail address, and telephone number of the legal property owner, professional person(s) responsible for the Preliminary Plat application materials, and the developer of the property or their agent. The ownership information shall include the citation of the last instrument conveying titles to each parcel of property involved in the proposed subdivision, giving grantee, date, and book and page or instrument number reference.	X	X	X
	An indication of any existing covenants, rights-of-way, or easements affecting the property.	X	X	X
<b>Preliminary Plat Drawing:</b>  UDO 9.11-C-2-b-(iv), & 9.11-C-3-c-(ii)-(e), & 9.11-C-4-c-(ii)-[e]	The location of existing burial grounds, watercourses, 100-year floodplains and floodways, wooded areas, wetlands, and other natural features.	X	X	X
	The location of any existing structures on the site and a description of their future demolition or incorporation into the proposed subdivision.	X	X	X
	Topographic contours consistent with the requirements of the City Engineer, referenced to sea level and an established benchmark.	X	X	X
	The location, area (square feet and acres), and dimensions of each lot. The location of all monuments and the buildable area of each lot per applicable zoning district setback requirements and any other regulatory or natural limitations, shall also be indicated.	X	X	X
	All existing and proposed easements, including the location, width, and purpose of each.	X	X	X
	All existing and proposed street systems, sidewalks, trails and/or pedestrian pathways adjoining the site of the proposed subdivision showing the proposed names, functional classifications, right-of-way widths, approximate gradients, types and widths of pavements, curbs, sidewalks, on-street parking areas, street signs, street trees, and streetlights.	X		X
	Any parcels of land proposed to be dedicated or reserved for common areas, natural areas, schools, parks, playgrounds, or other public, semi-public, or community purposes (including common areas and linear open space surrounding pedestrian paths).	X	X	X



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	The location, size, slope, connections, and invert elevation of utilities – existing and proposed – adjacent to and on the site, including storm and sanitary sewers; water mains (including fire hydrants); electrical, telephone, and cable television lines.	X	X	X
	The location of any temporary stakes to enable the Zoning Administrator and City Engineer to find and appraise features of the Preliminary Plat by visiting the property.	X	X	X
<b>Vicinity Map:</b> On a separate sheet, at an appropriate scale, a vicinity map shall be submitted that includes the following information:  UDO 9.11-C-2-b-(v), & 9.11-C-3-c-(ii)-(f), & 9.11-C-4-c-(ii)-[f]	Property Location: The location of the proposed subdivision within the City, referencing surrounding streets and subdivisions.	X	X	X
	Adjacent Property Information: Existing subdivisions, rights-of-way, and lots adjacent to or within 250 feet of the proposed subdivision. Any municipal, fire district, school district, utility service, or other boundaries lying within or contiguous to the proposed subdivision property. Location and size of all utilities adjacent to or within 250 feet of the subdivision site, including sanitary and storm sewers, gas lines, electric lines, telephone lines, water mains, fire hydrants, and cable television lines.	X	X	X
	Related Facilities: Existing schools, parks, playgrounds, neighborhood commercial businesses, or other similar facilities that will serve the proposed subdivision.	X	X	X
	Street and Pedestrian Systems: All public thoroughfares/rights-of-way adjacent to or within 250 feet of the site. Existing streets and rights-of-way on and adjoining the site of the proposed subdivision showing the names, functional classifications, roadway widths, surface types, widths of pavement, and presence of curbs, street trees, sidewalks, on-street parking, and street lights.	X	X	X
	Whenever the Preliminary Plat covers only a part of an applicant's contiguous property holdings, the applicant shall also submit a map of all contiguous holdings. When appropriate, it can be combined with the "Adjacent Property Owners" map.	X	X	X
<b>Subdivision Phasing Description:</b>  UDO 9.11-C-4-c-(ii)-[h]	If the Preliminary Plat is to be divided into sections for the phasing of development, the preliminary boundaries and numbers of such sections shall be shown.			X
<b>Subdivision Covenants:</b>  UDO 9.11-C-2-b-(vii), & 9.11-C-3-c-(ii)-(h), & 9.11-C-4-c-(ii)-[i]	Provide all proposed covenants for the subdivision. These covenants must include all required provisions as outlined in the Unified Development Ordinance, which includes, but is not limited to, drainage maintenance requirements. The City of Shelbyville shall not be responsible for enforcement of any subdivision covenants. Covenants must remain consistent between all subdivision phases that result from a single Preliminary Plat.	X	X	X
<b>Access Plan:</b>  UDO 9.11-C-2-b-(viii), & 9.11-C-3-c-(ii)-(i), & 9.11-C-4-c-(ii)-[j]	A site access plan showing both internal circulation between structures/lots as well as ingress/egress to existing rights-of-way.	X	X	X
<b>Drainage Plan and Report:</b>  UDO 9.11-C-3-c-(ii)-(j), & 9.11-C-4-c-(ii)-[k]	Drainage Report: A professional engineer registered in the State of Indiana shall prepare the report, which shall include: the conditions of the watershed that may affect run-off, such as subsoil type, positive drainage, and obstructions; the location of all subsurface drainage tiles and a plan to preserve or relocate the tiles; estimates of the amount of water entering the subdivision; a description of minor and major drainage systems. The minor drainage system shall consist of storm sewers, drainage ditches, grassed swales, and storm inlets or infiltration structures. The major system shall consist of roadways, culverts, bridges, and drainage flow-ways.		X	X
	Watershed Map: On a separate sheet, a watershed map complementing the Drainage Report using		X	X



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	USGS contour information shall be provided, showing: the delineation of the drainage area in which the subdivision is located; the location of drainage courses and the existing direction of surface water flow within the drainage area.			
	Drainage Plan Description: On a separate sheet in the same scale and media as the Preliminary Plat, a description of drainage/topography/natural environment complementing the Drainage Report shall be provided that includes the following information: the location of natural streams, regulated drains, 100-year floodplains and floodways (including elevations); the location of any existing or proposed subsurface drain tile, structures, culverts, or swales; a map noting significant physical and topographical features of the tract. This map shall also show the proposed direction of the flow of surface water runoff from the site; A preliminary drainage plan showing the proposed storm water drainage system to an improved outlet. The plan shall include surface drainage systems, storm sewer systems, subsurface drainage systems, and storm water detention facilities. Arrows designating the general drainage of all streets and lots shall be included.		X	X
	Engineering Reports: Reports prepared by a professional engineer shall be provided and shall cover sewage, utility connections, street construction, traffic studies, and drainage facilities for the subdivision, as described in the ordinance and required by City staff.		X	X



## PRELIMINARY PLAT - APPLICATION

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*For Office Use Only*

Case #: \_\_\_\_\_  
Hearing Date: \_\_\_\_\_  
Fees: \_\_\_\_\_

☐ Approved ☐ Denied

Applicants must also submit all required documents and supplemental documents, as outlined in UDO 9.11-C-2-b, 9.11-C-3-c(ii), and 9.11-C-4-c(ii), and summarized in the "Submission Materials" provided within this application package.

### 1. Applicant/Property Owner

#### Applicant:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number : \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### Owner:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 2. Applicant's Attorney/Contact Person and Project Designer (if any):

#### Attorney/Contact Person:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### Project Designer:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 3. Project Information:

Proposed Development Name: \_\_\_\_\_  
Area in Acres: \_\_\_\_\_  
# of Requested Subdivision Standards Waiver(s)\* \_\_\_\_\_

Zoning Classification: \_\_\_\_\_  
Number of Lots: \_\_\_\_\_

\*Attach one Subdivision Standards Waiver application for each requested waiver

### 4. Subdivision Classification:

- ☐ Administrative Subdivision  
☐ Minor Subdivision  
☐ Major Subdivision

**The undersigned states the above information is true and correct as (s)he is informed and believes.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) SS:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public - Signed Printed

Residing in \_\_\_\_\_ County My Commission expires \_\_\_\_\_



# FINAL PLAT & CONSTRUCTION DOCUMENTS - SUBMISSION MATERIALS

**SHELBYVILLE PLAN COMMISSION**  
44 WEST WASHINGTON STREET  
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This page serves as a guide to summarize the required submission materials for a Final Plat for administrative, minor, and major subdivisions. The Shelbyville Unified Development Ordinance outlines each requirement in more detail in 9.11-C-3-d-(ii) for minor subdivisions and 9.11-C-4-d-(vii--viii) for major subdivisions. Administrative subdivisions do not include a Final Plat, and therefore can be certified by the Zoning Administrator after receiving Preliminary Plat approval.

## General Requirements

If more than one page is used, each page shall be numbered sequentially. All plans must be legible and of sufficient quality to provide for quality reproduction or recording. All Final Plats shall substantially comply with the Preliminary Plat and Construction Plans for the subdivision. Final Plat submission must include two (2) Mylar copies, three (3) bond copies, and one (1) digital copy. These will be signed and stamped as recorded.

Required Documents	Summary of Required Information	Subdivision Type	
		Minor	Major
Final Plat Drawing UDO 9.11-C-4-d-(vii)			
General Information to Include in Documents:  UDO 9.11-C-4-d-(vii)-[a]- 9.11-C-4-d-(vii)-[c]	Property Name: The name of the subdivision followed by the words "Subdivision Final Plat"	X	X
	Property Description: Legal Description- An accurate metes and bounds description of the property boundary. Boundary Lines- An accurate property boundary line expressed in feet and hundredths of a foot, with dimensions and angles, and the bearings of all lines to a minimum of one-half (½) minute. Benchmark- Accurate distances and directions to the nearest official monument, including reference corners.	X	X
	The name, street address, e-mail address, and telephone number of the legal property owner, professional person(s) responsible for the Final Plat application materials, and the developer of the property or their agent. The ownership information shall include the citation of the last instrument conveying titles to each parcel of property involved in the proposed subdivision, giving grantee, date, and book and page or instrument number reference.	X	X
Subdivision Description:  UDO 9.11-C-4-d-(vii)-[d]	Existing Features: Accurate locations of all pre existing and proposed easements, rights-of-way, monuments, setbacks, and other pertinent features on the property and/or intersecting the boundaries of the tract; including a description of their future use or abandonment. Street rights-of-way shall include street names and setbacks or build-to lines.	X	X
	Curve Table: A complete curve table for all curves included in the plat.	X	X
	Lots: The location, dimensions (expressed in feet and hundredths of a foot), area (expressed in acres and square feet), and the bearing of all lines to one-half (½) minute for every lot and/or block created by the subdivision, including any remaining tract. All lots shall be consecutively numbered and all blocks shall be lettered in alphabetical order, consistent with the Preliminary Plat.	X	X
	Set-Aside Areas: Accurate locations and dimensions for any property to be dedicated or reserved for public, semi-public, or community use, including any common areas and linear open space surrounding pedestrian pathways.	X	X
	Covenants and Restrictions: The text of, or references to, any restrictions that will run with the land and become covenants in the deeds for the lots.	X	X
	Explanations: An explanation of all easements and reservations.	X	X
	References: Sufficient data acceptable to the City Engineer to readily determine the location, bearing, and length of all lines for the reproduction of such lines on the property.	X	X
	Endorsement: A statement signed and dated by the property owner(s) endorsing the Final Plat.	X	X



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	Land Surveyor Certification: Certification by a registered land surveyor.	<b>X</b>	<b>X</b>
	Plan Commission Approval Statement: A form indicating the approval of the Final Plat and providing a place for the signature of the Plan Commission President and Secretary and the date of Preliminary Plat approval.	<b>X</b>	<b>X</b>
	Other Endorsements and Signatures: Forms providing the necessary statements, signatures, and dates for the recording of the Final Plat in the Shelby County Recorder's Office.	<b>X</b>	<b>X</b>
<b>Construction Plan Documents</b> UDO 9.11-C-4-d-(viii)			
<b>Topographical Features Map:</b>  UDO 9.11-C-4-d-(viii)-[a]	A map noting significant physical and topographical features of the property. For plats containing more than two (2) lots, a topographical map at typical contour intervals, meeting the requirements of the City Engineer, that extends 100 feet beyond the boundary lines of the proposed tract shall be submitted. This map shall also show the direction of the flow of surface water runoff to and from the site.	<b>X</b>	<b>X</b>
<b>Street Profiles:</b>  UDO 9.11-C-4-d-(viii)-[b]	Profiles showing existing and proposed elevations along center lines of all streets. Where a proposed street intersects an existing street or streets, the elevation along the center line of the existing street or streets within 100 feet of the intersection shall be shown. Radii of all curves, lengths of tangents, central angles on all streets, and intersection details shall be shown.	<b>X</b>	<b>X</b>
<b>Street Cross-Sections:</b>  UDO 9.11-C-4-d-(viii)-[c]	Street Systems: Plans shall also identify each street's functional classification (consistent with the Shelbyville Thoroughfare Plan) and show the location of all street trees, street lights, street signs, sidewalks and/or pedestrian pathways, and permitted on-street parking areas.	<b>X</b>	<b>X</b>
	Utility Systems: Plans shall also show the location, size, and invert elevations of existing and proposed sanitary sewers, stormwater drains, water lines, gas lines, and fire hydrants. They shall show systems, connections to any existing or proposed utility systems, and the exact location and size of all underground utilities and structures.	<b>X</b>	<b>X</b>
<b>Grading Plan:</b>  UDO 9.11-C-4-d-(viii)-[d]	A site grading plan for the entire subdivision.	<b>X</b>	<b>X</b>
<b>Significant Features:</b>  UDO 9.11-C-4-d-(viii)-[e]	Location, size, elevation, and other appropriate descriptions of any other existing physical and natural features or facilities including 100-year floodplains and floodways, water bodies, trees, the points of connection to proposed facilities and utilities, and the approximate high- and low-water elevations of all ponds, lakes, and streams.	<b>X</b>	<b>X</b>
<b>Other:</b>  UDO 9.11-C-4-d-(viii)-[f]- 9.11-C-4-d-(viii)-[g]	Copies of any necessary approvals from other agencies, such as any required approvals from the U.S. Army Corps of Engineers, Indiana Department of Environmental Management, Indiana Department of Transportation, or Indiana Department of Natural Resources regarding modifications to wetlands or the regulatory floodplain. Any other construction details required to be shown by the Zoning Administrator, City Engineer, or Technical Review Committee.	<b>X</b>	<b>X</b>



## FINAL PLAT & CONSTRUCTION DOCUMENTS - APPLICATION

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Applicants must also submit all required documents and supplemental documents, as outlined in 9.11-C-3-d-(ii) and 9.11-C-4-d-(vii-viii), and summarized in the "Submission Materials" provided within this application package.

### 1. Applicant/Property Owner

#### Applicant:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number : \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### Owner:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 2. Applicant's Attorney/Contact Person and Project Designer (if any):

#### Attorney/Contact Person:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### Project Designer:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 3. Project Information:

Proposed Development Name: \_\_\_\_\_  
Area in Acres: \_\_\_\_\_  
Section/Phase#: \_\_\_\_\_

Zoning Classification: \_\_\_\_\_  
Number of Lots: \_\_\_\_\_

### 4. Subdivision Classification:

- ☐ Administrative Subdivision  
☐ Minor Subdivision  
☐ Major Subdivision

The undersigned states the above information is true and correct as (s)he is informed and believes.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) SS:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public - Signed Printed

Residing in \_\_\_\_\_ County My Commission expires \_\_\_\_\_





## SUBDIVISION STANDARDS WAIVER APPLICATION

SHELBYVILLE PLAN COMMISSION  
44 WEST WASHINGTON STREET  
SHELBYVILLE, IN 46176  
P: 317-392-5102

For Office Use Only

Case #: \_\_\_\_\_  
Hearing Date: \_\_\_\_\_  
Fees: \_\_\_\_\_

☐ Approved ☐ Denied

### 1. Applicant/Property Owner

#### Applicant:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number : \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### Property Owners Information (if different than Applicant):

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 2. Applicant's Attorney/Contact Person and Project Designer (if any):

#### Applicant's Attorney/Representative:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### Project Engineer:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 3. Project Information:

General Location of Property (and address if applicable): \_\_\_\_\_

Proposed Development Name: \_\_\_\_\_ Number of Lots: \_\_\_\_\_

# of Requested Waiver(s)\* \_\_\_\_\_

\*Attach one Subdivision Standards Waiver Application for each requested waiver

Section(s) of the Ordinance Requesting Waiver(s) from; including Article, Section, Subsection, and Page Number: \_\_\_\_\_

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

The undersigned states the above information is true and correct as (s)he is informed and believes.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) SS:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public - Signed Printed

Residing in \_\_\_\_\_ County My Commission expires \_\_\_\_\_

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**SHELBYVILLE PLAN COMMISSION**  
44 WEST WASHINGTON STREET  
SHELBYVILLE, IN 46176  
P: 317-392-5102

*For Office Use Only*

Case #: \_\_\_\_\_

Hearing Date: \_\_\_\_\_

Fees: \_\_\_\_\_

☐ Approved ☐ Denied

## LETTER OF INTENT

Please write a brief summary about the case you are presenting to the Plan Commission. You may submit on this form or on your own letterhead.

This image shows a full page of blank, lined paper. It features approximately 28 horizontal blue or grey lines spaced evenly apart, typical of notebook paper. The lines extend across the entire width of the page, leaving small margins at the top and bottom. There are no vertical lines, text, or other markings on the page.



## SUBDIVISION STANDARDS WAIVER APPLICATION

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*For Office Use Only*

Case #: \_\_\_\_\_  
Hearing Date: \_\_\_\_\_  
Fees: \_\_\_\_\_

☐ Approved ☐ Denied

### FINDINGS OF FACT

Petitioner's Name: \_\_\_\_\_

Location: \_\_\_\_\_

Waiver from: \_\_\_\_\_

The Shelbyville Plan Commission must determine that the following criteria have been met in order to approve an application for a Subdivision Standards Waiver. Using the lines provided, please explain how your request meets each of these criteria.

1. **General Welfare:** The approval of the Subdivision Standards Waiver will not be injurious to the public health, safety, morals, and general welfare of the community.

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2. **Not Subvert Subdivision Standards:** The Subdivision Standards Waiver will not subvert or diminish the intent and purpose of the subdivision type or any applicable Subdivision Standards.

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3. **Unique Conditions:** That the need for the Subdivision Standards Waiver arises from some condition peculiar to the property involved.

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4. **Practical Difficulty:** The strict application of the terms of the ordinance will result in practical difficulties in the use of the property. The practical difficulty shall not be self-imposed, nor based on a perceived reduction of, or restriction on, economic gain.

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5. **Impact to Adjacent Area:** The use and value of the area adjacent to the subject property seeking a Subdivision Standards Waiver will not be affected in a substantially adverse manner.

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6. **Not Subvert other Regulations & Policies:** The Subdivision Standards Waiver shall not in any manner subvert the provisions of Article 5: Development Standards, the Comprehensive Plan or any of its components, including the Bicycle and Pedestrian Master Plan or the Thoroughfare Plan, or any other applicable standards imposed by the City of Shelbyville.

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Note: For petitions with multiple requested variances, please submit one completed "Findings of Fact" for each requested variance.

**AFFIDAVIT & CONSENT OF PROPERTY OWNER**  
**APPLICATION TO THE SHELBYVILLE PLAN COMMISSION**

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS:

I, \_\_\_\_\_, AFTER BEING DULY SWORN, DEPOSE AND SAY THE FOLLOWING:  
(Name of property owner)

1. That I am the owner of real estate located at \_\_\_\_\_;  
(Address of affected property)
2. That I have read and examined the Application made to the Shelbyville Plan Commission by:  
\_\_\_\_\_.  
(Name of applicant)
3. That I have no objections to, and consent to the request(s) described in the Application made to the Shelbyville Plan Commission.

\_\_\_\_\_  
Owner's Name (Please Print)

\_\_\_\_\_  
Owner's Signature

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) SS:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_/\_\_\_\_\_  
Notary Public Printed

Residing in \_\_\_\_\_ County My Commission expires \_\_\_\_\_