

ENVIRONMENTAL SERVICES

88 South Park Avenue, Le Center MN 56057

Website: www.lesueurcounty.gov

Phone: 507-357-8538

Email: EnvServices@lesueurcounty.gov



Le Sueur County
ENVIRONMENTAL
SERVICES

PROPERTY
SPLIT / COMBO

Property Split / Combination Pre-Application Checklist

This document is a checklist of items that should be discussed and considered during the property split / combination process. **Submission of this document is considered part of the pre-application process and does not represent submission of an application, nor does it grant approval of your request.** Additional information may be required during the application process.

Section 1: Basic Information

Applicant:	Phone number:
Email Address:	

Landowner:	Phone number:
Email Address:	

Applicant Mailing Address:		
City:	State:	Zip Code:

Landowner Mailing Address:		
City:	State:	Zip Code:

Site Address:		
City:	State: MN	Zip Code:

Current Parcel ID	Existing Acres	Current Address	Proposed Acres	Proposed Use	Stand-Alone or Combination?

Surveyor:	License number:
Mailing Address:	Phone number:
Email Address:	

- Check this box if you have not yet contacted a Surveyor.
- Check this box if a Surveyor is not required.

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Section 2: Location Information

Township Name: _____

Subdivision Name (if applicable): _____

Are there Steep Slopes onsite? Yes No

Wetlands or Low Areas that hold water? Yes No

Location of wet areas: _____

Are there Existing Structures onsite? Yes No

Would the Structures Remain? Yes No Undecided

Previous Variance or CUP approval? Yes No Year? _____

Variance or CUP Request: _____

Section 3: Septic Information

Undeveloped Land (No Septic)

Sewer Connection

Name of Sewer District: _____

Cluster System

Name of the Cluster: _____

Individual Septic System

Date of Installation: _____ Date of Last Compliance Inspection: _____

Operating Permit

Section 4: Well Information

Undeveloped Land (No Well)

Proposal Requires a New Well

Property is served by an Existing Onsite Well

Location: _____

Property is served by an Existing Offsite Well

Location: _____

Sealed Well(s) Onsite? Yes No Unknown

Unsealed Well(s) Onsite? Yes No Unknown

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Section 5: Road Access Information

Who is the Road Authority?

- MNDOT County Township Private Road (Approval Not Req'd)

****The Following Actions Require Review & Approval from the Applicable Road Authority****

- Undeveloped Land (New Access Req'd)

Proposed Location of New Access:

- Change of Use (ex. Field Access to Residential, Residential to Commercial, etc.)

****The Following Action May Not Require Additional Review****

- Use Existing Access – No Change or Intensification in Use

Section 6: Public Drainage Information

Is there a County Ditch present on the property?

- Yes No Unknown

Does this property receive Ditch Benefits?

- Yes No Unknown

****If unknown, please contact the County Auditor/Treasurer's Office: 507.357.8282****

Section 7: Tax & Financial Considerations

Have you met with the County Assessor's Office to determine property value implications of this request?

- Yes No

Have you contacted the County Auditor/Treasurer's Office to determine the amount of property tax owed?

- Yes No

****ALL PROPERTY TAXES MUST BE PAID IN FULL BEFORE THE NEW DEEDS CAN BE ACCEPTED FOR RECORDATION****

Do any of the parcels involved currently have a mortgage / escrow?

- Yes No

Are any of the parcels set up to pay taxes via ACH

- Yes No

Have you discussed the implications of the proposed action(s) with your lender?

- Yes No N/A

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Section 8: Site Plan

Prior to submittal of a Property Split / Combination Application, a Site Plan shall be created and signed by the applicant. Site Plans can be drawn on regular paper, or an aerial photo can be used. Aerial photos can be found on the Le Sueur County Beacon webpage or can be provided by the Environmental Services Department. If you have questions regarding your site plan, please contact Le Sueur County Planning & Zoning.

Items to be shown on the Site Plan

- | | | |
|---|---|--|
| <input type="checkbox"/> Existing Property Lines | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Easements (Utility or Access) |
| <input type="checkbox"/> Proposed Property Lines | <input type="checkbox"/> Structure(s) to be Removed | <input type="checkbox"/> Access Point(s) - Existing |
| <input type="checkbox"/> Setbacks | <input type="checkbox"/> Proposed Structure(s) | <input type="checkbox"/> Access Point(s) - Proposed |
| <input type="checkbox"/> Road Right-of-Way | <input type="checkbox"/> Future Structure(s) | <input type="checkbox"/> Well(s) – In Use |
| <input type="checkbox"/> Septic – Tank(s) | <input type="checkbox"/> Steep Slopes | <input type="checkbox"/> Well(s) – Sealed |
| <input type="checkbox"/> Septic – Absorption Area | <input type="checkbox"/> Wetlands | <input type="checkbox"/> Well(s) – Unsealed |
| <input type="checkbox"/> Septic – Alternative Location(s) | <input type="checkbox"/> Conservation Land (CRP, RIM, etc.) | <input type="checkbox"/> Water Line(s) |
| <input type="checkbox"/> Sewer Lines | <input type="checkbox"/> Drainage Ditches | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Grinder Station | <input type="checkbox"/> Ditch Crossing(s) | <input type="checkbox"/> _____ |

Items to be considered prior to splitting or combining parcels

- | | | |
|--------------------------------|--------------------------------|---|
| Residential Development Rights | Floodplain Areas | Future Expansion of Existing Structures |
| Future Septic Sites | Buildable Area | Future Accessory Structure(s) |
| Abandoned Septic Site(s) | Existing Feedlot(s) | Accessory Structure Limits |
| Other Utility Lines | Impervious Surface (Shoreland) | Lot Size, Width & Depth |

Section 9: Jurisdictional Review & Approval

Is the subject parcel within the platting jurisdiction of Heidelberg, Le Sueur, Montgomery, or New Prague?

- Yes No

If yes, which city?

- Heidelberg Le Sueur Montgomery New Prague

Have you spoken with the applicable city?

- Yes No N/A

Will the City require a full subdivision plat?

- Yes No Unknown N/A