

**ORDINANCE NO. 15-17**

**TO AMEND CERTAIN PORTIONS OF THE  
UNIFIED SUBDIVISION ORDINANCE OF TIPPECANOE COUNTY, INDIANA,  
DESIGNATING THE TIME WHEN THE SAME SHALL TAKE EFFECT.**

**Be it ordained** by the (County Commissioners of Tippecanoe County, Indiana; the Common Council of the City of Lafayette, Indiana; the Common Council of the City of West Lafayette, Indiana; the Town Council of the Town of Battle Ground, Indiana; the Town Council of the Town of Dayton, Indiana; and the Town Council of Clarks Hill, Indiana), that Ordinance No. 20-79, being the Unified Subdivision Ordinance of Tippecanoe County is hereby amended as follows:

**Section 1:** Change USO Section 3.5(2)(c) as follows:

- (c) Include ten sets of parcelization documents with legal descriptions for all parcels (under ten acres in area) being created. The land divider may, instead, submit ten sets of parcelization drawings, using subsection 6.4(1) (b,c,d,f,g,i,j,l,m) as a basis for the drawings' format; and

**Section 2:** Add new USO Section 3.5(4)(a)

- (a) Parcelization Certificate.

The Parcelization Certificate shall be included on the parcelization drawing or in the parcelization document. See form A.1(11) in Appendix A.

**Section 3:** Renumber former USO Section 3.5(4)(a) as 3.5(4)(b)

**Section 4:** Renumber and change former USO Section 3.5(4)(b) as follows:

- (c) Right-of-Way.

If additional right-of-way is required as per subsection 3.5(3)(e) the land divider shall show said required right-of-way on the parcelization drawing or include in the parcelization document, along with the Parcelization Certificate, a legal description of said required right-of-way prepared by a registered land surveyor.

**Section 5:** Renumber former **USO Section 3.5(4)(c) as 3.5(4)(d)**

**Section 6:** Change in the list of forms and certificates under **Appendix A. REQUIRED FORMS AND CERTIFICATES, A.1(11)** as follows:

(11) Parcelization Certificate

**Section 6:** Replace **USO Appendix Form A.1(11) Statement of Compliance (Parcelization)** with the following:

A.1(11)

**PARCELIZATION CERTIFICATE**

We, the undersigned \_\_\_\_\_, owners of the real estate shown and described herein, do hereby divide said real estate in accordance with the herein parcelization drawing or document. All streets, county roads, state and federal highway rights-of-way shown or described and not heretofore dedicated are hereby dedicated to the public. All easements shown or described within the boundaries of the parcel(s) are hereby created for the purpose(s) described on the parcelization drawing or document. Private driveways constructed within these easements shall not be accepted for maintenance by any participating jurisdiction.

(If there is an off-site ingress-egress easement, the following paragraph may be inserted here:)

An off-site easement for ingress and egress for a parcel (or parcels) shown or described on the herein parcelization drawing or document has been recorded as Document # \_\_\_\_\_ on (date) \_\_\_\_\_ in the Office of the Recorder of Tippecanoe County.

Witness our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20 .

\_\_\_\_\_  
Signature above, name printed below

\_\_\_\_\_  
Signature above, name printed below

State of Indiana County of Tippecanoe

Before me, the undersigned Notary Public, in and for the County and State, personally appeared \_\_\_\_\_ and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purpose therein expressed.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 .

\_\_\_\_\_  
Notary Public

Residing in \_\_\_\_\_ County

My Commission expires \_\_\_\_\_.

This ordinance shall be in full force and effect from and after its passage.

INTRODUCED ON FIRST READING ON THE 5 DAY OF June, 2017.

MOTION TO ADOPT MADE BY COUNCILOR DeBoer, AND SECONDED BY COUNCILOR Thomas.

DULY ORDAINED, PASSED, AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA, ON THE 5 DAY OF June, 2017, HAVING BEEN PASSED BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED, THE ROLL CALL VOTE BEING:

	AYE	NAY	ABSENT	ABSTAIN
Bunder	✓			
DeBoer	✓			
Dietrich			✓	
Jha	✓			
Keen			✓	
Leverenz	✓			
Sanders			✓	
Thomas	✓			
Wang	✓			

  
Peter Bunder, Presiding Officer

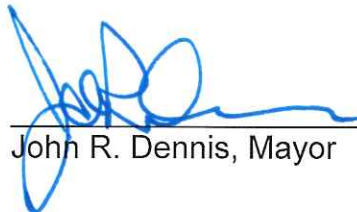
Attest:

  
Sana G. Booker, Clerk

PRESENTED BY ME TO THE MAYOR OF THE CITY OF WEST LAFAYETTE, INDIANA ON THE 6 DAY OF June, 2017.

  
Sana G. Booker, Clerk

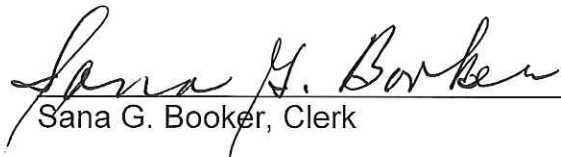
THIS ORDINANCE APPROVED AND SIGNED BY ME ON THE 7 DAY OF June, 2017.



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John R. Dennis, Mayor

Attest:



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Sana G. Booker, Clerk

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**UNIFIED SUBDIVISION ORDINANCE AMENDMENT #10**  
**Revising Filing Requirements for Parcelizations**

**STAFF REPORT**  
**May 11, 2017**

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**USO Amendment #10**  
**Revising Filing Requirements for Parcelizations**

**Staff Report**  
**May 11, 2017**

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**STAFF COMMENTS:**

The proposed revision of the wording on parcelization submittals serves two purposes: it will allow the Auditor's Office to assign a new state tax ID number for the property upon the recording of a parcelization and it will eliminate several steps in dedicating right-of-way.

The proposed wording requires the landowner's signature. The current Unified Subdivision Ordinance (USO) does not require the property owner's signature on the drawing which is what prevented the Auditor's Office from assigning it a new number or even showing the approved parcelization on the County's GIS.

The new wording also includes the right-of-way dedication statement. Formerly, a separate document called a "grant of right-of-way" was required. This document was reviewed, stamped, signed, turned over to the County Highway Department which then reviewed it, took it to the County Commissioners' meeting for approval and signatures, and finally, the Highway Department took it to be recorded. This proposal would eliminate the need for this separate document and streamline the process significantly.

This amendment was heard and approved by the Ordinance Committee at its meeting on April 5, 2017.

**RECOMMENDATION:**

Approval

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER \_\_\_\_\_  
OF ORDINANCE NO. \_\_\_\_\_  
BEING THE UNIFIED SUBDIVISION ORDINANCE  
OF TIPPECANOE COUNTY.**

**Be it ordained** by the (County Commissioners of Tippecanoe County, Indiana; the Common Council of the City of Lafayette, Indiana; the Common Council of the City of West Lafayette, Indiana; the Town Council of the Town of Battle Ground, Indiana; the Town Council of the Town of Dayton, Indiana; and the Town Council of Clarks Hill, Indiana), that Ordinance No. \_\_\_\_\_, being the Unified Subdivision Ordinance of Tippecanoe County is hereby amended as follows:

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**Section 2:** Add new **USO Section 3.5(4)(a)**

- (a) Parcelization Certificate.

The Parcelization Certificate shall be included on the parcelization drawing or in the parcelization document. See form A.1(11) in Appendix A.

**Section 3:** Renumber former **USO Section 3.5(4)(a)** as **3.5(4)(b)**

**Section 4:** Renumber and change former **USO Section 3.5(4)(b)** as follows:

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A.1(11)

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(If there is an off-site ingress-egress easement, the following paragraph may be inserted here:)

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Witness our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature above, name printed below

\_\_\_\_\_  
Signature above, name printed below

State of Indiana  
County of Tippecanoe

Before me, the undersigned Notary Public, in and for the County and State, personally appeared \_\_\_\_\_ and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purpose therein expressed.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Residing in \_\_\_\_\_ County

My Commission expires\_\_\_\_\_.

**This ordinance shall be in full force and effect from and after its passage.**



THE

# Area Plan Commission

of TIPPECANOE COUNTY

20 NORTH 3RD STREET  
LAFAYETTE, INDIANA 47901-1209

(765) 423-9242  
(765) 423-9154 [FAX]  
www.tippecanoe.in.gov/apc

SALLIE DELL FAHEY  
EXECUTIVE DIRECTOR

May 18, 2017  
Ref. No.: 17-153

West Lafayette Common Council  
222 North Chauncey, Room 101  
West Lafayette IN 47906

## CERTIFICATION

**RE: USO AMENDMENT #10:**

This amendment would revise the filing requirements for parcelization applications.

Dear Council:

As Secretary to the Area Plan Commission of Tippecanoe County, I do hereby certify that at a public hearing held on May 17, 2017, the Area Plan Commission of Tippecanoe County voted 13 yes - 0 no on the motion to approve the enclosed amendment to the Unified Subdivision Ordinance. Therefore, the Area Plan Commission of Tippecanoe County recommends to the West Lafayette Common Council that the proposed subdivision ordinance amendment be approved.

Sincerely,

  
Sallie Dell Fahey  
Executive Director

SDF/lmu

Enclosure: Staff Report and Ordinance