

INSTRUCTION TO COMPLETE NON-ENFORCEMENT REQUESTS FOR SUBDIVISIONS

The following are instructions for the completion of the **Subdivision Non-enforcement** form.

- A. The **Non-enforcement Request, Notary Page** and **Non-enforcement Information form** shall be submitted to the Hamilton County Surveyor's Office at the same time subdivision Drain Petition is filed.
- B. Request shall be on the standard form, as supplied by the Surveyors Office.
- C. The form shall be completely filled out with the following information:
 - 1. Name of individual, firm, partnership or corporation filing secondary plat.
 - 2. Name of drain.
 - 3. Name of subdivision including section if applicable.
 - 4. Plat cabinet and slide number of Plat Recording.
 - 5. Signed by individual or officer of firm or corporation or general or managing partner of partnership. Show printed name of signatory and his or title if done by firm, corporation or partnership.
- D. Surveyor shall fill out the blank labeled "Other Conditions".
- E. The form must be signed by, and have printed name of owner of record as shown on the records with the Hamilton County Auditor.
- F. **With this form, submit one check for one-hundred (\$100.00) dollars, made payable to the Hamilton County Treasurer.**
- G. **Permit fee is a non-refundable review fee.**

Drain Name: _____

Project : _____

This section to be completed by Notary

Notary

STATE OF INDIANA)
) SS:
COUNTY OF HAMILTON)

Subscribed and sworn to before me, a Notary Public, this _____ day of _____, 20____, personally appeared the within named _____ as applicant and acknowledged the execution of the foregoing document.

WITNESS my hand and official seal.

Notary Public,

Printed Name

Residing in _____ County, IN

My Commission Expires: _____

This section to be completed by Drainage Board Secretary

ATTEST:

Lynette Mosbaugh, Secretary

Redact Statement

“I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law: Kenton C. Ward, Surveyor ”

Prepared by the Hamilton County Drainage Board: Michael A. Howard, Attorney

NON-ENFORCEMENT INFORMATION

Hamilton County Surveyor's Office
One Hamilton County Square, Suite 188
Noblesville, IN 46060
317-776-8495 fax: 317-776-9628

Name of Drain: _____ Project Name: _____

Parcel Number: _____ Township: _____

Applicant's Name: _____ Property Owner: _____

Address: _____ Property Address: _____

Phone: (____) _____ Phone: (____) _____

E-mail: _____ E-mail: _____

Contact Name: _____ Contractor-Installer: _____

Address: _____ Address: _____

Phone: (____) _____ Phone: (____) _____

E-mail: _____ E-mail: _____

Purpose of Non-enforcement: _____

Reduced to: _____ feet on _____ side of Drain.

If Utility, how many feet is line paralleling drain: _____

Plan Project / Job Number: _____

Project Location: _____

Engineering Firm: _____

Address: _____

Phone: (____) _____ E-mail: _____

****For Office Use Only****

Permit # _____ Project # _____ Check # _____