Questions? Contact the Planning Office!
Operations & Maintenance Center, 2615 Brink Drive, Fayetteville, AR 72701
Phone (479) 444-1724. Fax (479) 973-8417. http://www.co.washington.ar.us/
Last Updated 1/3/08 ctm

WASHINGTON COUNTY, ARKANSAS
EXEMPTION CHECKLIST

(If you have questions about any of the following information, someone in the Planning Office will be glad to answer your questions!)
Contact us at 479-444-1724

- ❑ **Exemption Application completed to the best of your knowledge.**

- ❑ **Five-original surveys (one for the Circuit Clerk, one to be returned filed to the Planning Office, the remaining for your purposes). You may bring more copies if you would like us to stamp them.**

- ❑ **Two-8 ½ x 11original-reduced surveys (one for the Planning Office, one for the Circuit Clerk).**

  Your survey must include:
  - All parcels that are less than 20 acres (you may include those that are larger). **Please note that your survey is not required to show remainder tract (defined as the tract retained by the owner of the property who is seeking the split) unless the tract is less than 5 acres in size. However, a new legal description is required for this tract.*
  - **The original legal description of the property and the legal descriptions of the new parcels being created.**
  - **Building setbacks:** (please depict these as lines on the survey- as well as text):
    - ➢ **20' from the rear property line,**
    - ➢ **10' from the side property line(s), and**
    - ➢ **25' from the front of the property and from any road right-of-way (ROW)- this 25' front/ROW setback must also be dedicated as a Utility Easement (UE).**

    - ➢ **<u>If in a city planning area, setbacks may be varied based on that city's requirements.</u>**

- ❑ **Appropriate Processing Fee:** $15.00 if the property is within a planning area, or $25.00 if the property is located solely in the county. (If you are not sure, contact the planning office).

- ❑ **If your property is located in a planning area, please bring proof of approval from that city** (a letter from the city or the approval stamp on the surveys). (If your property is located in the City of Farmington's Planning Area, contact the Planning Office. There is an inter-local agreement effective for this area that may affect your split.)