



HOW TO SUBDIVIDE YOUR PROPERTY

In Linn County, any division of land into two (2) or more parcels, any of which will be less than 35 acres, must go through the subdivision process. For most subdivisions, you must meet the defined Minimum Levels of Service (MLS) and Land Evaluation and Site Assessment (LESA) requirements stipulated in the County's Unified Development Code (UDC). Most subdivisions also require a pre-application meeting and possibly a rezoning.

- **Minimum Levels of Service** for roads, fire protection, water and waste treatment must be met at the time a development is approved. The property boundary must be within $\frac{1}{4}$ of a mile of a hard surface road (defined as any Portland Cement Concrete or Asphalt Cement Concrete paved surface or seal coated road and committed to be maintained by the county); the property must also be within 5 miles of a fire station. If your property is located within the Urban Service Area (USA) on the Linn County Rural Land Use Plan, the property boundary must be within $2\frac{1}{2}$ miles of a fire station. Water and waste treatment requirements may vary, but must be met as part of a development approval.
- **LESA** is a point system that assigns a score to your property based on a variety of factors, including but not limited to: CSR (Corn Suitability Rating), surrounding land uses and zoning, the amount of the parcel in agricultural production, and the presence of development limitations like steep slopes, high water tables or critical habitat areas.
- **Pre-application meetings** are also required. These are informal, brief meetings held between department staff and the applicant to help ensure that the development proposal and rezoning process, including the MLS and LESA requirements, are clearly understood. At this meeting, issues that are likely to come up later can be identified and addressed early in the process, which helps avoid additional time and cost.
- **Rezoning** may be required for major or minor subdivisions. A rezoning is required when the current zoning does not match the Rural Land Use Plan designation, or if the proposed use for the subdivision is not allowed in the current zoning district.

Land subdivision can be accomplished in one of two ways. It is important to understand that your property must meet all requirements in order to be subdivided.

- Major subdivision: defined as having four lots or more and/or an internal road. Subject to **MLS, LESA, and Pre-application meetings**.
- Minor subdivision: defined as having three lots or fewer and no internal road. Subject to **MLS, LESA and Pre-application meetings**, except for Residential Parcel Splits, Land Preservation Parcels Splits and Minor Boundary Changes, which are exempt from these requirements.

All subdivision plats must be prepared by a professional land surveyor or engineer, who can assist you with application requirements.

Questions? Contact
Linn County Planning and Development
319-892-5130