

208.04 Application Forms

The following forms are provided for use in the Huron County subdivision program.

- A. Application for No Plat Approval Large Lot Divisions
- B. Application for Major Subdivision Preliminary Plan Approval
- C. Application for Major Subdivision - Final Plan
- D. Application for Minor Subdivision
- E. Application for Administrative Waiver
- F. Application for Variance
- G. Application for Extension Approval

APPLICATION FOR NO PLAT APPROVAL-LARGE LOT DIVISIONS

Please submit 8 copies of this application form, accompanying maps and plans, and fee

Application Number

Application Date

Name of Applicant

Address

Telephone

Fax Number

E-Mail

Name of Surveyor

Address

Telephone

Fax Number

Name of Proposed Subdivision

Subdivision Type

Location Description:

Township

Section

Great Lot Number

Access Roads

NPA-LL Application

Page Two

Please describe the proposed approach in designing the subdivision:

Proposed Use of Lots

Subdivision Configuration:

Total Acreage

Number of Lots

Average Lot Size

Acreage Range of Lots

Zoning

Planning Area

Plan Recommendation for Parcel

Flood Plain Areas

Major Soil Types

Woodlands

Proposed Water System

Proposed Sewage Disposal System

Proposed Stormwater Management

NPA-LL - Application

Page Three

Indicate Service Area and Distance from Subdivision:

Fire _____ Distance _____

Police _____ Distance _____

EMS _____ Distance _____

Schools _____

Previous Approvals _____

Covenants or Restrictions (attach) _____

I certify that all information contained in this application and its supplements are true and correct.

Applicants Signature _____ Date _____

Notary _____ Date _____

For Official Use

Date Received _____

Fee Due _____ Fee Paid/Amount _____

Acceptance of Complete Application:

Action _____

Signature _____ Date _____

Please Note the Following:

NPA-LL Large Lot Division Requirements: (Per Sub. Regs. Section 305) Commission approval shall be based upon, but not limited to, the following criteria:

- a.) topographic contours and/or grading and drainage plan for on lot wastewater systems;
- b.) existing or potential building, well and sewage system locations and design;
- c.) soil type delineation, soil borings, test pits, and or soil scientist reports as applicable;
- d.) deed wording addressing lot development, conditions or restrictions;
- e.) new or additional roadway easements and/or utility easements: roadway easements must be conveyed by a separate instrument prior to the approval of the NPA-LL Large Lot Division;
- f.) appropriate flood plain status;
- g.) access management practices or measures;
- h.) recording data for NPA-LL deeds previously approved from the parcel;
- i.) drainage improvements and other applicable requirements of the Huron County Engineering and Surveying Standards for Subdivision Development including applicable fees as approved by the various county agencies;
- j.) written endorsement of the NPA-LL large Lot Division from health and zoning authorities;
- k.) a plan illustrating all NPA-LL divisions and / or lot splits of adjacent parcels within the past year and the recording date of each one;
- l.) the subdivider shall mark the proposed lot corners with stakes and colored flagging; and
- m.) a boundary survey by a professional land surveyor.

HCPC staff has seven (7), fourteen (14), or twenty-one (21) calendar days to review for approval / denial. Please call our office if you have any questions.

**APPLICATION FOR MAJOR SUBDIVISION
PRELIMINARY PLAN**

**Huron SWCD * 8 Fair Road * Norwalk, Ohio 44857
(419) 668-4113 Ext. 3 * cary.brickner@oh.nacdnet.net * russ.hetrick@oh.nacdnet.net**

Please submit 15 copies of this application form, accompanying maps and plans, and fee

Application Number

Application Date

Address

Telephone

Fax Number

E-Mail

Name of Surveyor

Address

Telephone

Fax Number

Name of Proposed Subdivision

Subdivision Type

Location Description:

Township

Section

Great Lot Number

Access Roads

Please describe the proposed approach in designing the subdivision:

Major Subdivision - Preliminary Plan - Application

Page Two

Proposed Use of Lots

Subdivision Configuration:

Total Acreage

Number of Lots

Average Lot Size

Acreage Range of Lots

Open Space Set Aside

Zoning

Planning Area

Plan Recommendation for Parcel

Please describe the following areas:

Flood Plain Areas

Major Soil Types

Woodlands

Proposed Water System

Proposed Sewage Disposal System

Proposed Stormwater Management

Indicate Service Area and Distance from Subdivision:

Fire

Distance

Police

Distance

EMS

Distance

Schools

Major Subdivision - Preliminary Plan - Application

Page Three

Previous Approvals

Covenants or Restrictions (attach)

I certify that all information contained in this application and its supplements are true and correct.

Applicant's Signature

Date

Notary

Date

For Official Use

Date Received

Fee Due

Fee Paid/Amount

Acceptance of Complete Application:

Action

Signature

Date

APPLICATION FOR MAJOR SUBDIVISION

FINAL PLAN

Huron SWCD * 8 Fair Road * Norwalk, Ohio 44857

(419) 668-4113 Ext. 3 * cary.brickner@oh.nacdnet.net * russ.hetrick@oh.nacdnet.net

Please submit 15 copies of this application form, accompanying maps and plans, and fee. See Requirements for all Instruments of Conveyance in Huron County, Ohio.

Application Number

Application Date

Name of Applicant

Address

Telephone

Fax Number

E-Mail

Name of Surveyor

Address

Telephone

Fax Number

Name of Proposed Subdivision

Subdivision Type

Location Description:

Township

Section

Great Lot Number

Access Roads

Please describe the proposed approach in designing the subdivision:

Major Subdivision - Final Plat - Application

Proposed Use of Lots
Subdivision Configuration:

Total Acreage

Number of Lots

Average Lot Size

Acreage Range of Lots

Open Space Set Aside

Zoning

Planning Area

Plan Recommendation for Parcel

Please describe the following areas:

Flood Plain Areas

Major Soil Types

Woodlands

Proposed Water System

Proposed Sewage Disposal System

Proposed Stormwater Management

Indicate Service Area and Distance from Subdivision:

Fire

Distance

Police

Distance

EMS

Distance

Schools

Major Subdivision - Final Plat - Application

Previous Approvals

Covenants or Restrictions (attach)

I certify that all information contained in this application and its supplements are true and correct.

Applicant's Signature

Date

Notary

Date

For Official Use

Date Received

Fee Due

Fee Paid/Amount

Acceptance of Complete Application:

Action

Signature

Date

APPLICATION FOR MINOR SUBDIVISION

Subdivision Configuration:

Total Acreage

Number of Lots

Average Lot Size

Acreage Range of Lots

Open Space Set Aside

Zoning

Planning Area

Plan Recommendation for Parcel

Proposed Water System

Proposed Sewage Disposal System

Proposed Stormwater Management

Indicate Service Area and Distance from Subdivision:

Fire

Distance

Police

Distance

EMS

Distance

Schools

Previous Approvals

Covenants or Restrictions (attach)

Minor Subdivision - Application

I certify that all information contained in this application and its supplements are true and correct.

Applicants Signature

Date

Notary

Date

For Official Use

Date Received

Fee Due

Fee Paid/Amount

Acceptance of Complete Application:

Action

Signature

Date

Minor Subdivision - Application

ARTICLE III, PROCEDURE FOR SUBDIVISION APPROVAL, SECTION 300, MINOR SUBDIVISION (LOT SPLIT), SECTION 300.1, PAGE 11:

- (f.) Minor Subdivision / Lot Split (MS /LS) Requirements: Commission approval shall be based upon, but not limited to, the following criteria:**
- a.) topographic contours and/or grading and drainage plan for on lot wastewater systems;**
 - b.) existing or potential building, well and sewage system locations and design;**
 - c.) soil type delineation, soil borings, test pits, and or soil scientist reports as applicable;**
 - d.) deed wording addressing lot development, conditions or restrictions;**
 - e.) new or additional roadway easements and/or utility easements: roadway easements must be conveyed by a separate instrument prior to the approval of the MS/LS;**
 - f.) appropriate flood plain status;**
 - g.) access management practices or measures;**
 - h.) recording data for MS /LS deeds previously approved from the parcel;**
 - i.) drainage improvements and other applicable requirements of the Huron County Engineering and Surveying Standards for Subdivision Development including applicable fees as approved by the various county agencies;**
 - j.) written endorsement of the MS /LS from health and zoning authorities;**
 - k.) a plan illustrating all MS /LS subdivisions and / or lot splits of adjacent parcels within the past year and a recording date of each one;**
 - l.) the subdivider shall mark the proposed lot corners with stakes and colored flagging;**
 - m.) a boundary survey by a professional land surveyor.**

Please submit 15 copies of this application form, accompanying maps and plans, and fee

Application Number

Application Date

Name of Applicant

Address

Telephone

Fax Number

E-Mail

Location Description:

Township

Section

Great Lot Number

Access Roads

Please describe the nature of the waiver:

Administrative Waiver - Application

Zoning

Planning Area

Plan Recommendation for Parcel

I certify that all information contained in this application and its supplements are true and correct.

Applicants Signature

Date

Notary

Date

For Official Use

Date Received

Fee Due

Fee Paid/Amount

Final Action:

Action

Signature

Date

APPLICATION FOR VARIANCE

Huron SWCD * 8 Fair Road * Norwalk, Ohio 44857

(419) 668-4113 Ext. 3 * cary.brickner@oh.nacdnet.net * russ.hetrick@oh.nacdnet.net

Please submit 15 copies of this application form, accompanying maps and plans, and fee

Application Number

Application Date

Name of Applicant

Address

Telephone

Fax Number

E-Mail

Location Description:

Township

Section

Great Lot Number

Access Roads

Applicable Subdivision Regulation Section

Please describe the nature of the variance:

Variance - Application

Page Two

Please describe the justification for the variance

Zoning

Planning Area

Plan Recommendation for Parcel

I certify that all information contained in this application and its supplements are true and correct.

Applicants Signature

Date

Notary

Date

~~For Official Use~~

Date Received

Fee Due

Fee Paid/Amount

Final Action:

Action

Signature

Date

APPLICATION FOR EXTENSION APPROVAL

Huron SWCD * 8 Fair Road * Norwalk, Ohio 44857

(419) 668-4113 Ext. 3 * cary.brickner@oh.nacdnet.net * russ.hetrick@oh.nacdnet.net

Please submit 3 copies of this application form, accompanying maps and plans, and fee

Application Number

Application Date

Name of Applicant

Address

Telephone

Fax Number

E-Mail

Name of Surveyor

Address

Telephone

Fax Number

Name of Proposed Subdivision

Location Description:

Township

Section

Great Lot Number

Access Roads

Approval Extension - Application

Page Two

Total Area (acres)

Date of Original Application

Please describe the justification for the extension:

I certify that all information contained in this application and its supplements are true and correct.

Applicant's Signature

Date

Notary

Date

For Official Use

Date Received

Fee Due

Fee Paid/Amount

Final Action:

Action

Signature

Date