

Large Lot Development Process Checklist 5 TO 20 Ac

The following steps must be completed in order for a parcel of land from 5 to 20 acres to be subdivided:

- Contact Huron Soil & Water Conservation Office (HSWCD) at 419-668-4113 Ext.3, for an application form or PRINT Form from their website at www.huronswcd.com.
- Schedule an appointment with HSWCD for the Technical Review Committee (T.R.C.) from Huron County Planning Commission (HCPC) to review the soils, storm and sanitary drainage, access management, easements, lot size and shape, and emergency issues for the proposed parcel. Please bring the completed application and a sketch of the proposed lot(s) and information as to the intended use of the new parcel and any residue parcels. The required site review fee at this time- CASH or CHECK ONLY.
- In zoned townships, contact the zoning inspector (In column on the right) for frontage requirements, width to depth ratio, and other requirements of the township in which your parcel is located. All lots must have frontage on an approved public right-of-way and roadway, according to applicable county or township regulations and not a public or private access easement.
- In unzoned townships you must comply with the County Subdivision Regulations for Large Lots which requires a minimum of 250 feet of continuous frontage on an existing and improved roadway as measured at the road right-of-way line. The width to depth ratio for parcels these townships is the maximum depth of a lot measured at the building setback line shall not exceed 3 times the width of the lot.
- In areas without a sanitary sewer system, you are required to check with the Huron County Health Department at 419-668-1652 to verify that a sewage system permit can be obtained for your lot(s).
- Schedule a boundary and topographic survey to be performed by a licensed, registered surveyor. All survey plats and legal descriptions must conform to the Ohio Administrative Code Sections 4733-37 to 4733-37-07. Be aware that if your parcel needs a new easement in order to discharge septic or storm water drainage, you should tell the surveyor this when he/she comes to perform the survey. This will be required by the HSWCD and/or the Health Department.
- After you receive the plat of survey, topographic survey, and the legal description from the surveyor you need to check with your township zoning inspector (in all zoned townships) for the need of a review. If your township has a review then the survey plat and the box on this form's back side must be signed.
- Next schedule an appointment with HSWCD and present the topographic survey (showing the information required by Section 204.10 of the Huron County Subdivision Regulations), plat of survey, legal description, tile drainage and grading plan, the completed affidavit (on the back of this form) together with any other relevant information. Depending upon the number of proposed lots submitted for review, the T.R.C. has either 7, 14 or 21 calendar days to approve or disapprove the material submitted.
- If the material is approved, a copy of the plat will be signed and dated as required. You then need to have the legal description transferred to a deed by an attorney, possibly a title check survey, & finally the signed plat & deed need to be presented to the Huron County Tax Map Office, the County Auditor for transfer & the County Recorder for recording. There are fees for transfer and for recording.



Huron County, Ohio

TOWNSHIP ZONING INSPECTORS

BRONSON:

JEANETTE OTT 419-663-5453

CLARKSFIELD:

RYAN HOROSHOK 419-929-5728

FAIRFIELD:

RICK WHITESIDE 419-706-8292

FITCHVILLE: UNZONED

GREENFIELD:

DAVID JOYCE 419-512-1224

GREENWICH:

CHRIS REYNOLDS 419-752-6963

HARTLAND: UNZONED

LYME:

GEORGE KELLER 419-217-0396

NEW HAVEN:

MICHAEL HALL 419-935-1438

NEW LONDON:

TAMMY MONTGOMERY 419-706-5603

NORWALK: UNZONED

NORWICH:

DAN STACKLIN 567-224-3413

PERU: UNZONED

RICHMOND:

DAVE ARNOLD 567-224-4639

RIDGEFIELD:

DAVID MAHL 419-577-7890

RIPLEY:

JEFF RAY 419-687-0541

SHERMAN:

MICHAEL MCCRAN 419-217-7370

TOWNSEND:

MICHAEL CHAFFIN 419-668-4708

WAKEMAN:

TODD WOLF 419-706-2361

AFFIDAVIT FOR A SUBDIVISION OF LAND 5-20 ac HURON COUNTY, OH

SELLER'S AFFIDAVIT

ALL SIGNATURES MUST BE OBTAINED BY THE SELLER OR THE SELLER'S AGENT

STATE OF OHIO

COUNTY OF HURON

BEING DULY

(SELLER'S NAME AND ADDRESS)

SWORN, UPON _____ OATH DEPOSE AND SAY THAT:

(HIS, HER, OUR)

1. THE PROPOSED DIVISION OF LAND IS ALONG AN EXISTING PUBLIC ROAD AND INVOLVES NO OPENING, WIDENING, OR EXTENSIONS OF ANY STREETS OR ROADS; OR EASEMENTS FOR THE EXTENSION OF PUBLIC OR PRIVATE SEWER, WATER, STORM DRAINAGE OR OTHER SIMILAR FACILITIES.
2. NO MORE THAN FIVE (5) LOTS ARE INVOLVED AFTER THE ENTIRE ORIGINAL PARCEL HAS BEEN SUBDIVIDED; AND
3. THE PROPERTY HAS BEEN SURVEYED BY A REGISTERED, LICENSED SURVEYOR AS SET FORTH ON THE ACCOMPANYING PLAT AND LEGAL DESCRIPTION WHICH SHALL SHOW ALL INFORMATION REQUIRED FOR INSTRUMENTS OF CONVEYANCE IN HURON COUNTY INCLUDING THOSE STANDARDS CONTAINED IN SECTIONS 4733-37 TO 4733-37-07 OF THE OHIO ADMINISTRATIVE CODE.

(SELLER'S SIGNATURE)

(SELLER'S SIGNATURE)

NOTARY (TO BE OBTAINED BY THE SELLER OR SELLER'S AGENT)

SWORN TO BEFORE ME AND SUBSCRIBED IN MY PRESENCE THIS _____ DAY OF _____, 2_____.

FLOOD PLAIN DETERMINATION

FLOOD ZONE _____

COMMUNITY NUMBER _____

PANEL NUMBER _____

DATE OF MAP _____

FIELD DETERMINATION NEEDED BY A REGISTERED SURVEYOR

YES NO

SUBDIVISION REVIEWED:

APPROVED _____

DISAPPROVED _____

TRANSFER BETWEEN ADJOINING OWNERS

EXEMPT FROM REVIEW _____

SIGNATURE _____

DATE _____

TOWNSHIP ZONING INSPECTOR APPROVAL

I HEREBY CERTIFY THAT THE LOT(S) BEING CREATED MEET ALL THE REQUIREMENTS OF THE

_____ TOWNSHIP ZONING RESOLUTION, HURON COUNTY

CERTIFICATION OF ANY OTHER RESOLUTION, REGULATION, ORDINANCE, ETC. IS NOT ASSUMED OR IMPLIED BY THE SIGNING OF THIS DOCUMENT.

APPROVED NOT APPROVED
 EXEMPT FROM REVIEW

ZONING INSPECTOR SIGNATURE

DATE _____

