

DEFIANCE COUNTY
MINOR and MAJOR SUBDIVISION APPROVAL and CONFORMING VARIANCE FORM
(Regulated by Ohio Revised Code 711.131)

Submit this application with the following:

- Zoning Approval
- Soil & Water Approval
- Health Department Approval
- Fee \$75.00 (\$100 for Conforming Variance* (see below)) Non-Refundable
- Original Survey (to go to Engineer)
- Legal Description
- Deed

Name of Applicant/Attorney: _____ Phone: _____

Seller: _____ Phone: _____

Address: _____ Zip _____ Phone: _____

Buyer: _____

Parcel Address: _____ Zip _____

Location: Section: _____ Town: _____ Range: _____

Township: _____ Acres _____

Special Comments: ___ Bare Land ___ New Building ___ Existing Buildings

___ Easement ___ Other: _____

Application Directions

- 1) Take this Application along with the Survey, Legal Description and Deed to your local Township Zoning Inspector and have them approve/disapprove and sign where indicated. If you do not know who the Zoning Inspector is for your area, you can go to the Engineer's website and get the information: <http://www.defiance-county.com/townships/index.php>
- 2) Take this Application along with the Survey, Legal Description and Deed to Soil & Water, 06879 Evansport Road, Defiance, Ohio 43512, 419-782-8751, and have them approve/disapprove and sign where indicated.
- 3) Take this Application along with the Survey, Legal Description and Deed to the Health Department, 1300 E. Second Street, Suite 100, Defiance, Ohio 43512, 419-784-3818, and have them approve/disapprove and sign where indicated.
- 4) Take this Application along with the Survey, Legal Description, Deed and Fee (\$75.00 or \$100.00 payable to: Defiance County Planning Commission) to Maumee Valley Planning Organization (Planning Commission), 1300 E. Second Street, Suite 200, Defiance, Ohio 43512, 419-784-3882. MVPO will take the Application and all other paperwork to the Engineer's office to get their approval/disapproval and to have the Deed stamped for approval. MVPO will call you when this application is ready for you to pick-up.

Please allow 7-10 working days after the Engineers Office has reviewed this application.

Submit application with payment to:

Defiance County Planning Commission
c/o Maumee Valley Planning Organization
1300 E. Second Street, Suite 200
Defiance OH 43512
Phone 784-3882

Please give brief explanation regarding the reason for the split:

Zoning Use Only

Date Received _____ Date Reviewed _____

Approved: Disapproved: Zoning Inspector: _____

Comments: _____

Soil & Water Use Only

Date Received _____ Date Reviewed _____

Approved: Disapproved: SWCD Director _____

Comments: _____

Health Department Use Only

Date Received _____ Date Reviewed _____

Approved: Disapproved: Supervising Sanitarian _____

Comments: _____

County Engineer Use Only

Date Received _____ Date Reviewed _____

Approved: Disapproved: Meets Closure: Meets Driveway Requirements:

County Engineer _____

Comments: _____

Planning Commission Use Only

Date Received _____ Date Reviewed _____

Approved: Disapproved: Fee Received \$ _____

Director/Planner _____

Comments: _____

Survey Requirements and Additional Information

Minor Subdivision Split Review \$75.00 (Non-Refundable)

*Conforming Variance Review \$100.00 (Non-Refundable)

- Any time you are taking land from one parcel and **adding** to it another **and** it conforms to the regulations

Flood Plain Development Permit \$50.00

Subdivision Regulation Book \$10.00

The Survey shall include the following requirements:

- ✓ Registration number, seal, signature of land surveyor responsible for plat/survey.
- ✓ Date, north arrow, scale, acreage of host parcel and lots.
- ✓ Township name, section number, township and range or other appropriate survey identification.
- ✓ Names and addresses of owners of parcel and adjoining parcels.
- ✓ Survey boundaries and lot lines drawn on an 11"x17" sheet and at a scale between 1"=10' and 1"=100'.
- ✓ All dimensions shall be shown in feet and hundredths of feet.
- ✓ Location of monuments and their descriptions.
- ✓ Areas within the 100-year flood plain and within floodways, as determined by mapping provided by the Federal Emergency Management Agency, shall be delineated.
- ✓ Other items, or provisions deemed necessary by the planning commission.
- ✓ The survey shall conform to the minimum standards for boundary surveys in the State of Ohio (ORC 4733-27).
- ✓ Do **not** fax plat maps.

Please allow 7-10 working days after the Engineers Office has reviewed this application.

Additional Information:

Parcels with 5 Acres or Less

- Need to have at least 150 feet of road frontage **
- The depth cannot be more than 2 ½ x the width

Parcels that are 5.01 to 20 Acres

- Need to have at least 250 feet of road frontage
- The depth cannot be more than 3 x the width

** Some Townships are more restrictive – check with your Township Zoning Department