



6000 Wales Rd, Northwood, OH 43619  
 (419) 693-9329 (419) 693-6705 (fax)

APPLICATION FOR PARCEL OR LOT SPLIT

PROPERTY OWNER(S): \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_  
 REPRESENTATIVE NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_  
 ORIGINAL SIZES OF ACREAGE OR LOTS: \_\_\_\_\_  
 SIZE AFTER PROPOSED SPLIT: \_\_\_\_\_  
 PROPERTY ZONED: \_\_\_\_\_ ORIGINAL PARCEL LOCATION: \_\_\_\_\_  
 IS PROPERTY LAND-LOCKED: YES \_\_\_\_\_ NO \_\_\_\_\_ (IF YES, EXPLAIN): \_\_\_\_\_  
 HOW MANY SPLITS OF ORIGINAL PARCEL/LOT HAVE OCCURRED: \_\_\_\_\_

\_\_\_\_\_  
 PROPERTY OWNER'S SIGNATURE REPRESENTATIVE'S SIGNATURE DATE FILED

*SUBMITTAL REQUIREMENTS TO PLANNING COMMISSION FOR MAJOR SUBDIVISION (OVER 5 LOTS)	*SUBMITTAL REQUIREMENTS FOR MINOR SUBDIVISION (5 LOTS OR LESS)
1. Application must be completely filled out and signed.	1. Application must be completely filled out and signed.
2. Application must be accompanied by the following: (a) Ten (10) copies of site plan/survey (must be prepared by a certified engineer or surveyor) showing original dimensions of parcels/lots and parcel/lots to be split. (b) Ten (10) sets of all legal descriptions, originals, new and remaining. (c) Letter of intent, that includes split information. The purpose for the split, proposed new buildings, businesses, and the names of all parties involved. (d) Fee - \$50.00	2. Application must be accompanied by the following: (a) Six (6) copies of site plan/survey (must be prepared by a certified engineer or surveyor) showing original dimensions of parcels/lots and parcel/lots to be split. (b) Six (6) sets of all legal descriptions, originals, new and remaining. (c) Letter of intent, that includes split information. The purpose for the split, proposed new buildings, businesses, and the names of all parties involved. (d) Fee - \$50.00
3. The deadline for submittal is a minimum of two (2) weeks prior to the regularly scheduled Planning Commission Meeting.	*Any fees incurred by the City of Northwood for City Engineer reviews will be forwarded to the property owner for 100% reimbursement.
<i>The Northwood Planning Commission meets the second Monday of each month at 6:00 p.m. in the Council Chambers of the Municipal Complex, 6000 Wales Road, Northwood, Ohio 43619.</i>	

**\*\* OFFICIAL USE ONLY \*\***

**ACTION BY PLANNING COMMISSION OR AUTHORIZED REPRESENTATIVE**

By authority given the Planning Commission in the Ohio Revised Code, the above application has been:

**APPROVED:** \_\_\_\_\_ **DENIED:** \_\_\_\_\_

\_\_\_\_\_  
 Chairman, Northwood Planning Commission

\_\_\_\_\_  
 Date

By authority given the authorized representative by and for the Planning Commission, the above application has been:

**APPROVED:** \_\_\_\_\_ **DENIED:** \_\_\_\_\_

(Official Stamp and Date)

COMMENTS AND/OR CONDITIONS: \_\_\_\_\_

Approvals are valid for one (1) year. During that time, executed deed or contract with identical description or as modified to comply with the approval, will be stamped "APPROVED" to permit recording without platting.