

City of North Royalton

Mayor Robert A. Stefanik

Daniel J. Collins, P.E.
Assistant City Engineer

Diane Veverka
Engineering Secretary

Mark A. Schmitzer, P.E.
City Engineer

LOT SPLIT (MINOR SUBDIVISION) APPLICATION

1. Applicant: Name _____

Address _____

City/St/Zip _____

Phone/Fax _____

2. Property owner(s): Name _____

Address _____

City/St/Zip _____

Phone/Fax _____

3. Location & Lot Number _____

4. County Auditor's parcel number _____

5. Current zoning of property _____

6. Number of lots formed _____ 7. Current Zoning of property _____

8. Existing lot information Frontage (ft) Area (acres)

Lot #1 _____ _____

Lot #2 _____ _____

Lot #3 _____ _____

Lot #4 _____ _____

Lot #5 _____ _____

9. Is a public sanitary sewer available to these properties? ____Yes ____No
If no, please consult with the Cuyahoga County Board of Health at (216) 201-2000 regarding regulations pertaining to private sanitary sewer systems.

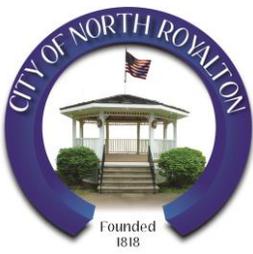
10. Is a public water system available to these properties? ____Yes ____No
If no, please consult with the Cuyahoga County Board of Health at (216) 201-2000 regarding regulations pertaining to private water systems.

***** PLEASE READ INSTRUCTIONS AND ADDITIONAL INFORMATION REGARDING THE SUBMITTAL REQUIREMENTS ATTACHED TO THIS PAGE BEFORE SIGNING *****

SIGNATURE OF APPLICANT / DATE

SIGNATURE OF PROPERTY OWNER / DATE

Form Updated 11-13-15



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LOT SPLITS

Additional information required for processing this application includes:

1. Plat shall be prepared by a State of Ohio Professional Surveyor in good standing and shall be stamped, dated and signed by the Professional Surveyor. The Plat must include the original acreage and the split acreage.
2. Deposit of \$500.00 as per Chapter 1244 of the Codified Ordinances and the Engineering fee Schedule.
3. Current and accurate legal description of the property shall be included with the Plat (prepared by a State of Ohio Professional Surveyor in good standing).
4. Copies of the current Deeds for all properties being split shall be submitted with the Application.
5. At the discretion of the Building Commissioner and/or City Engineer, the plat may have to be approved by the Planning Commission. If the plat needs Planning Commission approval, please follow all Planning Commission requirements and deadlines for submittal.
6. It is recommended that the Applicant consult with the Cuyahoga County Board of Health at (216) 201-2000 prior to making application to determine any potential future permitting requirements that may be affected by the proposed lot split.
7. Two (2) copies and one (1) Mylar copy of a sketch plan including the proposed layout, dimensions of each lot, existing dedicated streets including full width and names, required building lines on all proposed lots, lot numbers, and compass. The following location information is also required:
 - a. Property description. A drawing showing the scale and dimension the parcel to be subdivided and all contiguous land of the same ownership, the name of the owner and of adjoining property owners, including designations of parcels according to official records, and bearing the distance to the nearest intersection of dedicated streets.
 - b. Structures. Locations of existing structures on the parcel, residential structures of adjoining parcels within twenty-five (25) feet of the proposed subdivision and all non-residential structures on adjoining parcels.
8. Lot split approval may be granted only under the following conditions:
 - a. No more than five lots are involved after the original parcel has been completely subdivided.
 - b. All the contiguous land owned by the developer therein can be completely subdivided.
 - c. It is properly integrated with adjoining subdivisions or could be properly coordinated with the subdivision and extension of streets to adjoining land.
 - d. The lot split complies with all applicable platting, subdivision, zoning regulations, and other adopted plans of the City.
9. The filing of the final plat for recording with the County Recorder shall be done by the City Engineer. All costs charged for recording shall be paid for by the developer.