

Section 302.

APPLICATION FOR PLAT APPROVAL
Preliminary Final

Date Received _____ Application # _____

Date Application accepted for Commission Action _____

Placed on Agenda for _____

APPLICATION IS HEREBY MADE TO THE OTTAWA REGIONAL PLANNING COMMISSION FOR APPROVAL OF THE PLAT OF THE BELOW DESCRIBED SUBDIVISION:

Name of Subdivision _____

Section: _____ Range: _____ Township of: _____

Preliminary Plat Final Plat Re-Plat

Name of Principal Owners: _____

Address: _____ Phone: _____

Name of Surveyor: _____

Address: _____ Phone: _____

Name of Engineer: _____

Address: _____ Phone: _____

Name of Legal Representative (If any): _____

Address: _____ Phone: _____

Accompanying this application is one reproducible copy of the proposed preliminary plat, final plat, or re-plat and fifteen (15) prints. It is further understood by the applicant that said application for preliminary or final plat approval must meet the requirements of the Ottawa County Subdivision Regulations and consideration of said application is contingent upon meeting these requirements. The application shall be placed on the agenda by the staff of the Commission at the next appropriate meeting. Submission shall occur by the first Tuesday of each month in order to be considered for that month's meeting.

Ohio law mandates approval or disapproval within thirty days.

Do you wish to waive the thirty day timeframe? Yes No

If yes, identify the length of extension requested.

No additional extensions shall be granted from the time frame requested. The maximum extension allowed is twelve months.

Signature of Owner/Agent: _____ Date: _____

Section 303.

Application# _____

PREMINARY OR FINAL PLAT QUESTIONAIRE

Name of Subdivision: _____ Township: _____

Name of Owner: _____ Phone: _____

Address: _____

The following specific questions relating to this subdivision should be answered and this form included with the presentation of the plat.

Total number of acres in proposed subdivision: _____

Total Number of lots anticipated: _____

Will new streets be created? Yes No How wide? _____

Will any additional right-of-way be dedicated along existing streets? Yes No How wide? _____

Name of Road _____ Street dedication is for Public use Use of property owners

The subdivision will be served by (check one: Private water system
community /public water supply Other (Specify Type) _____

The Sanitary need will be served by (check one): Septic Tanks

Community/Public Sanitary Sewage System Other _____

What type of storm drainage will be used? _____

Will any natural drainage course be affected by the sub-division? Describe _____

Is any land other than streets to be dedicated for public use? Describe _____

Is the property subject to the one hundred year flood? If yes, identify the flood zone. _____

State the flood elevation _____

What is the present use of the land? _____

What is zoning classification? _____ Any proposed changes in zoning classification _____

Other comments,
Questionnaire prepared by: _____

Section 310.

PRELIMINARY PLAT CHECKLIST

Does

Does Not

1. General
 - a) Transparency and fifteen (15) prints of plat submitted.
 - b) Survey done by a Professional Surveyor.
 - c) Preliminary Drawings of Improvements, or equally adequate statements by Professional Engineer
 - d) Certificate of Preliminary approval by O.R.P.C.
 - e) Vicinity sketched at 1"=400' or smaller.
 - f) Drawn on Transparency at preferred scale- 1" = 50'.
 - g) Size of sheets is 24" x 36".
 - h) No Ditto Marks ("") used.
2. Plat Detail
 - a) Name of subdivision (does not duplicate another subdivision in Ottawa County).
 - b) Location by Section, Great Lot, Town, Range, Township, County, and State.
 - c) Name and address of Owner and Technician preparing plan.
 - d) Scale of Plan.
 - e) Date.
 - f) North Point.
 - g) Location, width, centerline and names of existing and planned streets and public ways.
 - h) Railroad and Utility r/w and easements.
 - i) Parks and open spaces, wooded areas on the site, and significant topographic and natural and manmade features within the plat of adjacent to it.
 - j) All permanent buildings shall be shown.
 - k) Section and corporation boundaries within tract.

- l) Sewer, water lines, culverts, other utilities etc. shown with sizes, depths, grades and existing easements therefore. Proposed improvements may be indicated on separate sheets if needed.
- m) Names of adjacent subdivisions or owners of adjoining parcels.
- n) Zoning classification and proposed changes shown.
- o) A preliminary drainage concept study showing the proposed flow of storm water to the ultimate outlet.
- p) 100 year flood plain boundaries shown where applicable as identified on FEMA flood maps with the flood hazard elevation stated.
- q) Boundary of plat, indicated, the amount of acreage in lots, streets, open space, other uses, and the total acreage shall be shown.
- r) Layout, numbers, and dimensions of lots.
- s) Dedication or reservation of land for public and private purposes shall be indicated.
- t) The building setback lines shown and located.
- u) Soil information as specified in Section 308, Item 16 in unsewered areas.
- v) If no central water and/or sewage system exists, the sub-divider shall state the type of system he proposes to use. A proposal of on-lot sewage disposal shall require the soil conditions encountered in the area of the proposed subdivision to be identified. A central sewage treatment plan and/or central water system shall be constructed when deemed necessary by the appropriate public agency. The connection to available central facilities shall be mandatory.
- w) For commercial and industrial development, the locations dimensions and approximate grad of proposed parking and loading areas; alleys; pedestrian walkways; streets; and the points of vehicular ingress and egress to the development.

Comments: