

# Gallia County Planning Commission

## Appendix B – Application for Approval

All applications must include the following:

- survey drawing (map)
- a legal description, and
- the required fees.

Separate applications must be submitted for each lot subdivided.

**◇ Please note that parcel splits in a floodplain area may NOT be approved by the Health Department for residential purposes. It is important that you work closely with the Health Department and Floodplain Administrator to determine the correct Special Flood Hazard Area of your proposed lot split before a large investment is made.**

### Minor Subdivision: (ORC Section 711.131)

According to **Section 302** of the *Gallia County Subdivision Regulations* the Gallia County Planning Commission may grant approval of a minor subdivision (*lot splits less than 5 acres*) if the proposed division of a parcel of land meets **all**\* of the following conditions:

1. The proposed subdivision is located along an existing public road and involves no opening, widening, or extension of any street or road.
2. No more than five (5) lots are involved after the original parcel has been completely subdivided.
3. The proposed subdivision is not contrary to applicable subdivision or zoning regulations.
4. The property has been surveyed and a sketch and legal description of the property is submitted with the application.
5. Approval is granted in order, by the agencies listed in this application.

### Large Lot Development: (ORC Section 711.133)

According to **Section 303** of the *Gallia County Subdivision Regulations* the Gallia County Planning Commission may grant approval of a Large Lot Development (*lot splits between 5–20 acres*) if the proposed development meets **all**\* of the following conditions:

1. The proposed division of a parcel of land involves the establishment of a parcel within the acreage of 5.01 to 20.00.
2. The proposed division of a parcel of land is along an existing public street, and involves no opening, widening, or extension of any street, road or access easement.
3. The proposed division is not contrary to any applicable zoning, health, sanitary, or access management regulations, or regulations adopted under division (B)(3) of section 307.37 of the Ohio Revised Code regarding existing surface or subsurface drainage, including, but not limited to, rules governing household sewage disposal systems.
4. Parcel within the proposed division meets the following lot frontage and width to depth ratios:

<b>Minimum Lot Frontage</b>	<b>85 feet</b>
<b>Width to Depth Ratio</b>	<b>1 to 4</b>

Divisions applicable to the approval requirements for Large-Lot developments shall be **exempt** when said divisions are designated as **agricultural** or **personal recreational** use only. Local zoning regulations may take precedence over these requirements.

\*If the lot split or large lot development does **not** meet ALL of the above requirements, you must request a *Variance* from the full commission at their next regular meeting. (Appendix C of the Gallia County Subdivision Regulations)

**Fee - \$10.00**

A ten-(10) dollar fee shall be charged for each lot and/or each easement; payable to Gallia County Planning Commission at the time of approval. (Appendix E of the Gallia County Subdivision Regulations)

**Lot split requests expire if not recorded within (1) year of initial fee payment.**

I have read and understand the above requirements and apply my signature below requesting approval under the stated sections of the Ohio Revised Code and certify all material submitted with this application is true and correct. I also understand that approval signatures must be obtained from various agencies on the next page, **in the order listed**.

\_\_\_\_\_  
 (For the) **Grantor**    Date  
 Phone \_\_\_\_\_

\_\_\_\_\_  
 (For the) **Grantee**    Date  
 Phone \_\_\_\_\_

# Gallia County Planning Commission

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Grantor/Grantee: \_\_\_\_\_ Acreage \_\_\_\_\_  
 Minor Subdivision     Large Lot Development     Easement     Resurvey     Other

### Floodplain

The proposed lot split is located in the following Special Flood Hazard Area: \_\_\_\_\_ Date: \_\_\_\_\_

- YES** – (Split may be denied for residential purposes by the Health Department)
  - Zone A
  - Zone AE
  - Floodway      FIRM Panel # \_\_\_\_\_
- NO** - Zone X
- Unknown** - elevation survey required to determine zone. \_\_\_\_\_
- No Approval Necessary** – Resurvey Only

\_\_\_\_\_  
Floodplain Administrator

Comments: \_\_\_\_\_

### Health Department

Date: \_\_\_\_\_

- Meets Section 3701.29 of the Ohio Administrative Code regarding household sewage treatment.
- Meets Section 6117.51 of the Ohio Revised Code regarding public sewer connection.
- If a sewage system is installed, altered, repaired, or replaced, owner MUST contact the Gallia County Health Department for approval PRIOR to construction.**
- This parcel must be transferred **only to an adjoining property owner** and **cannot** be used as a separate residential building site or, granted a variance from the Gallia County Health Department.
- An Ohio EPA NPDES Permit may be required if lot was created prior to 2007.
- No Approval Necessary** -Resurvey only

\_\_\_\_\_  
Environmental Health

Comments: \_\_\_\_\_  
*Septic will be sized as a 4-bedroom dwelling due to Ohio Department of Health sewage code revisions, unless otherwise denoted.*

### Planning Commission

Date: \_\_\_\_\_

(This form is designed for property located in the **Un-Incorporated** area ONLY; if property is located in the **city** or a **village** their requirements must be met and signature obtained.)

- Action:** \_\_\_\_\_  
(Information checked below must be included on deed.)
- Minor Lot** – Under 5-acres, No plat required under ORC 711.131
  - Large Lot** – No plat required under ORC 711.133
  - Large Lot - EXEMPT** – For agricultural or personal recreational use only. (No approval or plat required under ORC 711.133)
  - Variance** granted \_\_\_\_\_ (date) - Section \_\_\_\_\_ of Gallia County Subdivision Regulations.
  - TO ADJOINER ONLY**, not to be used as a separate building site or transferred as an independent parcel in the future without planning commission approval.
  - No Approval Necessary** (resurvey only or proposed lot is over 20-acres)
  - Maintenance Agreement** MUST BE RECORDED WITH DEED

Lot split requests expire if not recorded within 1 year after date: \_\_\_\_\_

\_\_\_\_\_  
Planning Commission Director

# Gallia County Planning Commission

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<h1>Auditor</h1>	Date: _____
*Action _____	
Assigned Parcel ID Number(s): _____ _____	
_____	_____ Signature
* Form below must be completed before Auditor will assign parcel I.D. numbers; NO transfers will be made without the completed form. (ORC 319.20)	

### GALLIA COUNTY AUDITOR AGREED DIVISION OF VALUATION ON SPLIT/CHANGE OF ACREAGE

Auditor's Parcel ID# \_\_\_\_\_ Township: \_\_\_\_\_

#### TO THE AUDITOR OF GALLIA COUNTY:

Based on the new surveyed parcel, we submit the following information:

**SURVEY IS TO CHANGE ACREAGE ON EXISTING PARCEL ONLY:**

According to the new survey, the above parcel contains \_\_\_\_\_ acres.

**SURVEY IS TO SPLIT A PARCEL:**

(1) The new survey contains \_\_\_\_\_ acres from the above Auditor's parcel, which is presently carried as \_\_\_\_\_ acres in the Auditor's records.

(2) The parcel is being divided as follows:

Grantor(s)	_____	_____
	Name	Acreage
Grantee(s)	_____	_____
	Name	Acreage

(3) Based on the new survey, please indicate the number of acres that make up each land type for the new split parcel:

Homesite \_ Tillable \_\_\_\_\_ Pasture \_\_\_\_\_ Woodland \_\_\_\_\_  
Other (explain) \_\_\_\_\_

(4) Are any structures located on the new split parcel?  Yes  No

If yes, please list the type and size of structures: \_\_\_\_\_

Date: \_\_\_\_\_ Grantor(s) \_\_\_\_\_  
Grantee(s) \_\_\_\_\_

Note: In accordance with the requirements of Sec. 319.20 Revised Code of Ohio, when a PART ONLY of a tract of land or lot is conveyed, no transfer will be made in the Auditor's Duplicate unless the above "Agreed Division of Valuation" blank signed by both grantor and grantee is presented.