



Application for Final Plat Approval
City Planning Commission
City of Findlay, Ohio
 (Amended February 1, 2017)

Fee _____ (See fee schedule)

Application Number: _____

Legal Description of Property: _____

Lot Number & Subdivision Name: _____

Furnish copy of plat if lot is irregular in shape.

Owner Name: _____ Address: _____

City, State, Zip: _____ Day Phone: _____

Applicant if not Owner Name: _____ Address: _____

City, State, Zip: _____ Day Phone: _____

Contractor: _____ Address: _____

City, State, Zip: _____ Day Phone: _____

Date of Preliminary Plat Approval: _____

The following items must be included on the plat for consideration by the City Planning Commission:

- | | |
|---|--|
| <input type="checkbox"/> Complete set of construction plans submitted to Engineering Department | <input type="checkbox"/> 15 copies of plat being a maximum size of 20" x 28" per the County Auditor requirements |
| <input type="checkbox"/> 3 copies of restrictive covenants | <input type="checkbox"/> Engineer/Surveyor seal |
| <input type="checkbox"/> Engineers estimate | <input type="checkbox"/> Performance and maintenance bond |
| <input type="checkbox"/> Water and sewer committee approval (when applies) | <input type="checkbox"/> Form letter for street dedication completed |
| <input type="checkbox"/> Subdivision name | <input type="checkbox"/> Legal description |
| <input type="checkbox"/> Date, northpoint and scale | <input type="checkbox"/> Name and address of Engineer/Surveyor who prepared the plat |
| <input type="checkbox"/> Plat boundaries with angular and lineal dimensions | <input type="checkbox"/> Bearings and distances to established monuments |

Locations and names of proposed:

- street right-of-way Setback
 Easements Lot # Lot dimensions
 Curve data Public land

Locations and names of existing:

- Street right-of-way
 Adjoining Subdivision Easements

- Monument description Base flood elevation data Phasing of site development

Certifications for property inside corporation:

- Chairman of City Planning City Engineer
 Clerk of City Council Surveyors
 Notarized owners signatures of plat dedication
 Dedication of street and public areas

Certifications for property outside corporation:

- County Board of Health
 Hancock Regional Planning
 County Engineer

This application, 3 copies of the plat showing all items listed above, and one complete set of construction plans shall be submitted a minimum of 28 days prior to the next scheduled City Planning Commission meeting to be considered for placement on the agenda. I understand that upon review, if any of the above data has been omitted, the City shall remove this submittal from consideration for the City Planning Commission Agenda.

The Owner/Applicant is hereby notified to write City Council and request permission for city utilities to be extended, if they are to be used, and preparation of legislation when the property is within the city limits.

Certification: the undersigned certifies that the information accompanying this application is true and correct to the best of my knowledge.

Applicant

Date

All items are to be submitted to the City Planning Commission, 318 Dorney Plaza, Room 304, Findlay, OH 45840. If you have any questions regarding procedure, please contact the Engineering Department at 419-424-7094.

NOTE: All applications must be complete in order to take full advantage of the above time schedule. An application will be considered complete and ready for processing only if it is submitted in the required number and form, includes all required information and is accompanied by the required filing fee.

A determination of application completeness will be made within 7 working days after the application deadline.