



Preliminary Plat Application
City Planning Commission
City of Findlay, Ohio

(Amended February 1, 2017)

Application Number _____

Fee _____

(See Fee Schedule)

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: _____

Legal description of area to be subdivided _____

The following items shall be included on, or with, the plat for consideration by the City Planning Commission:

Existing Conditions:

- Initial plat investigation, Subdivision name, Legal description, Name and address of Engineer/Surveyor/Planner, Northpoint and date, Plat scale (1:100 minimum), Boundary with dimensions, Existing easements on proposed plat and adjoining property, Names of adjoining subdivisions and parcel owners, Names of adjoining streets and right-of-way widths, Location of existing: water mains, sanitary and storm sewers, Existing topography (2 foot intervals USGS Datum), Flood Hazard Boundary (when apply), Location of existing buildings, Location of other physical features on the land (woods, creeks, etc.), High-pressure gas, crude or product lines (25' easement)

Proposed Conditions:

- 15 copies of plat, Street names and layout, Street right-of-way location, Street location to existing street, Easement location and width, Public walkways, Approximate lot dimensions, Lot numbers, Setback lines, Lot or parcel use, number of dwelling units, Type of business or industrial use, Land set aside for public use, "Excepted" property use, Sanitary sewer size and location, Storm sewer size and location, Detention areas shown, Waterline size and location, Control of soil erosion and sedimentation, Commercial development dimension and grade of proposed parking, loading areas, alleys, streets, ingress and egress points with approximate grade, Gas well verification, Abandonment of well report (O.R.C. 1509.14), Phasing of development, Typical pavement section, Indication of grading work in flood hazard area

This application, three (3) copies of the plat containing the items listed above and fee shall be submitted a minimum of 28 days prior to the next scheduled 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.

Signature of owner/authorized agent

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.