

APPLICATION FOR APPROVAL OF MAJOR SUBDIVISION  
PRELIMINARY PLAN  
ROSS COUNTY, OHIO

Date \_\_\_\_\_

1. Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

2. Name of Surveyor \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

3. Name of Engineer \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

4. Name of Subdivision \_\_\_\_\_

5. Location (Sec., Twp. No., Range, Township) \_\_\_\_\_

6. Subdivision Plan:

Type of Development \_\_\_\_\_

Number of Lots \_\_\_\_\_

Total Area \_\_\_\_\_

Type of Sewage Disposal \_\_\_\_\_

Deed Restrictions? \_\_\_\_\_

Submission Materials (No. Copies): Preliminary Plan \_\_\_\_  
Preliminary Drainage \_\_\_\_  
Relevant Studies \_\_\_\_

\_\_\_\_\_  
Signature of Applicant

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OFFICE USE ONLY

Date of Meeting to be considered at \_\_\_\_\_

Action by Planning  
Commission \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

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Signature

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**Major Subdivision Preliminary Plan Checklist**

- Application (1 Copy)
- Preliminary Plan (15 Copies)
- Preliminary Erosion, Sediment, and Stormwater Control Plan (3 Copies)
- Plans Sent to Township and/or Other Gov't. Agencies, and Utilities by Planning Department.

**Preliminary Plan Content:**

- The proposed name of the subdivision.
  - Location by section, range and township.
  - Boundaries of the entire proposed subdivision shall be drawn in heavy continuous lines with its acreage, and the boundaries of future development phases shall be delineated.
  - Name, address, and telephone number of the owner, subdivider, professional engineer, and professional surveyor with appropriate numbers and seals.
  - A north arrow, legend, bar scale, date of plan, and vicinity map.
  - Name of adjacent subdivisions, and owners of adjoining parcels, extending at least 200 ft. beyond the boundary of the proposed subdivision.
  - Topographic contours, with elevations referenced to U.S.G.S (NGVD 1983) datum, with intervals no greater than 2 feet at 5% slope, no greater than 5 feet for slopes over 5% and less than or equal to 15%, and no greater than 10 feet for slopes greater than 15%.
  - Location, width, and names of existing and proposed streets, all rights-of-ways, easements, parks, buildings, corporation and township lines, wooded areas, water courses, drainage patterns, and water bodies.
  - Location of floodways and floodplains.
  - Layout, number, dimensions, and acreage of each lot.
  - Parcels of land reserved for public use or reserved by covenant for residents of the subdivision.
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Type of water supply and wastewater disposal proposed, location and dimension of all proposed utilities and sewer lines, easements, drainage tiles, water mains, culverts, within or adjacent to the tract.

**Preliminary Erosion, Sediment, and Stormwater Plan:**

Site boundaries and adjacent lands which accurately identify the site location.

Lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site.

Floodways and/or Zone A of the Floodplain as determined on the Flood Insurance Rate Map (FIRM), and indicating the map panel number.

All off-site drainage onto or through the project site.

Location and dimensions of storm water management components on or adjacent to site.

Locations dimensions of structures, roads, highways, paved easements, and other impervious areas.

Site topography [refer to Section 4.4.4(G)].

**Preliminary Post Construction Site Plan**

— The layout of all proposed lots

— The street layout with preliminary grades.

— The proposed drainage pattern.

— Proposed storm water control facilities including but not limited to culvert location, storm sewers, open channels, catch basins, outflows, and retention and detention ponds etc.

Conforms to Design Standards (Article V)

Conforms to Street Design and Construction Standards (Article VI)

Conforms to Improvement Standards and Specifications (Article VII)

Conforms to Road Frontage and Access Standards (Article IX)

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Comments:

APPLICATION FOR APPROVAL OF MAJOR SUBDIVISION FINAL PLAT  
ROSS COUNTY, OHIO

Date \_\_\_\_\_

1. Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

2. Name of Surveyor \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

3. Name of Engineer \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

4. Name of Subdivision \_\_\_\_\_

5. Date Preliminary Plan Approved \_\_\_\_\_

6. Revised Preliminary Plan Submitted? Y \_\_\_ N \_\_\_ (must be before action on final plat)

7. Subdivision Plat:

Type of Development \_\_\_\_\_

Number of Lots \_\_\_\_\_

Total Area \_\_\_\_\_

Lineal Feet of Streets \_\_\_\_\_

Area Dedicated for Public \_\_\_\_\_

Type of Sewage Disposal \_\_\_\_\_

Submission Materials (No. Copies): Final Plat \_\_\_  
Final Sed., Eros., Drainage Plan \_\_\_  
Relevant Studies \_\_\_  
Construction Drawings \_\_\_  
Improvement Assurance \_\_\_

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OFFICE USE ONLY

Date of Meeting to be considered at \_\_\_\_\_

Action by Planning

Commission \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_  
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Date \_\_\_\_\_

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Signature \_\_\_\_\_

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**Major Subdivision Final Plan Checklist**

- Application (1 Copy)
- Final Plat (15 Copies)
- Final Erosion, Sediment, and Stormwater Control Plan (3 Copies)
- Engineering Drawings (3 Copies)
- Plans Sent to Township and/or Other Gov't. Agencies, and Utilities
- Completion/Assurance of Improvements

**Final Plat Content:**

- The name by which the subdivision will be recorded.
  - The location of the subdivision by section, range, municipality, township, or other legal description; county and state; show all corporation and section lines.
  - Graphic scale, north point and date of the survey.
  - The plat boundaries with lengths of courses to hundredths of a foot and bearing to half minutes.
  - Bearings and distances to the nearest established street lines, municipal, township, county or section lines or corners, and permanent monuments, which shall be accurately described or located on the plat.
  - The names and locations of abutting subdivisions and the owners of record (as of the last preceding tax roll) of adjacent parcels of unsubdivided land.
  - The accurate location of all existing and proposed streets and alleys within the subdivision including names, bearings or angles of intersection, right-of-way and pavements widths, lengths of all arcs, radii, points of curvature and tangent bearings. Also, show the location, name and width of right-of-way and pavement for any known abutting street or alley.
  - The accurate location of all easements, including the width, use and notations to indicate whether easements are dedicated or reserved and to show the limitations of each easement. Also show the same information for any known abutting easements.
  - The location of all lots, showing the lot lines with accurate dimensions to hundredth of a foot; accurate bearings or angles to street, alley or crosswalk lines;
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building setback lines and lot numbers. When lots are located on a curve, the lot width at the setback line should be shown.

The total area of the subdivision in acres and fractions of an acre, including the acreage of land in lots, streets and other rights-of-way and land to be dedicated or reserved for public use. Also, show the total lineal feet of all streets and other rights-of-way.

Protective covenants and deed restrictions, if any, for all sections of the plat.

Certification that the applicant(s) is(are) the owner(s) or agent(s) of the owner(s), of the land under consideration, and acknowledgment by the owner(s), or agent(s) of his(her)(their) adoption of the plat and dedication of streets and other public areas.

Certification by the surveyor that the survey was made by him/her and that the details of the plat are accurate. He/she shall also certify that all monuments and property markers are correctly drawn and actually in place or will be placed.

Certification of approval of the following where applicable:

6. street, drainage, or other engineering plans and installments by the County Engineer
7. provisions for sanitation by the health officer having jurisdiction.
8. permit to install sewerage facilities and proof that the appropriate sewage treatment provider will accept wastewater from the subject subdivision.
9. acknowledgment by appropriate county official that bond, certified check or other documents, to assure improvements have been received, in accordance with Section 4.5.7.
10. Acknowledgment by appropriate county official that the inspection fee has been received, in accordance with Section 4.5.8.
6. Statement of acceptance of streets and other public areas and facilities by Ross County Board of Commissioners.

**Note on the plat stating: "Ownership of the reserve area shall be into indivisible equal shares among all lot owners in the storm water maintenance district of the subdivision. There shall be inserted into each deed passing title to any of the land herein by the owner or developer a note indicating as such."**

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**Final Erosion, Sediment, and Stormwater Plan**

- Post Construction Site Plan
- Site Specific Sediment and Erosion Control Plan/Construction Phase
- Stormwater Management Control Plan/Post-Construction Phase
- Financial Security
- Permanent Ground Surface Cover
- Final Inspection: Notice of Permanent Stormwater Control Measures

**Other Standards**

- Conforms to Design Standards (Article V)
- Conforms to Street Design and Construction Standards (Article VI)
- Conforms to Improvement Standards and Specifications (Article VII)
- Conforms to Road Frontage and Access Standards(Article IX)

Comments: