



Belmont County Subdivision Regulations

Application for Minor Subdivision (Lot Split)

Name of Applicant: _____

Address: _____

Telephone: _____

Email: _____

Township: _____

Parcel # _____

Acreage: _____

of Lots _____

Applicant Signature _____ Date _____ Fee _____

Submission Requirements

1. A professional stamped survey shall conform to the minimum standards for boundary surveys in the State of Ohio.
2. Survey boundaries and lots lines on at least a 11x17 sheet and at a scale between 1"=10' and 1"=100'. The Plat shall be at a scale that is legible to the reviewing departments and agencies.
3. Location of monuments and their descriptions.
4. Location and size of all buildings.
5. Areas within the 100-year floodplain and within floodways as determined by FEMA.
6. Other items or provisions deemed necessary by the Planning Director, or designee.

Approval Requirements

1. The proposed division of a parcel of land as shown on the last proceeding tax duplicate involves no more than five (5) lots, after the original parcel has been completely subdivided, any one of which is under five (5) acres (inclusive of the remainder parcel).
2. The proposed subdivision is along an existing public street, and involves no opening, widening or extension of any street or road or public utility.
3. The proposed division is not contrary to applicable subdivision, zoning or other regulations or has received any necessary variances.
4. The proposed subdivision shall be approved by the County Planning Department, County Engineer, County Water and Sewer District, County General Health District (if applicable) and any other federal, state and local departments and agencies that may be applicable.
5. Planning Director, or designee, approval and stamp.

BELMONT COUNTY INTERNAL REVIEW OF SPLITS/COMBINES

Split or combined parcels should not be recorded without a sign-off of each department.

Original Parcel Number: _____ Owner Name: _____

Proposed : _____ Split _____ Combine Property Address: _____

BELMONT COUNTY HEALTH DEPARTMENT

Date Received: _____ Date Approved: _____

Comments: _____

Signature of Approval: _____

Printed Name & Department Title: _____

BELMONT COUNTY WATER & SEWER DISTRICT

Date Received: _____ Date Approved: _____

Comments: _____

Signature of Approval: _____

Printed Name & Department Title: _____

BELMONT COUNTY ENGINEER'S OFFICE

Date Received: _____ Date Approved: _____

Comments: _____

Signature of Approval: _____

Printed Name & Department Title: _____

The Belmont County Auditor's Office & the Belmont County Recorder's Office process transactions after the above signatures are received from the Engineer's Office staff.