



Zoning Department  
Michele Boni, Planning and Zoning Director

# Subdivision Application

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## Property Information

Site Address: \_\_\_\_\_

Parcel ID(s): \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

## Subdivision Summary

### General

Subdivision Name: \_\_\_\_\_

Total Number of Lots: \_\_\_\_\_ Number of Phases: \_\_\_\_\_

Non-Residential Areas		Typical Lot Characteristics	
Reserve Areas:	_____ acres	Width:	_____ ft
Open Space:	_____ acres	Depth:	_____ ft
Streets:	_____ acres	Typical Lot Area:	_____ acres

### Roadways

Existing Access Roads	Proposed New Streets	Other
<input type="checkbox"/> State	<input type="checkbox"/> Public	<input type="checkbox"/> CAD
<input type="checkbox"/> County	<input type="checkbox"/> Private	<input type="checkbox"/> Private
<input type="checkbox"/> Township	<input type="checkbox"/> Both	<input type="checkbox"/> Both
<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Not Applicable

### Type of Stormwater Infrastructure

Will there be Stormwater Detention/Retention?

Yes  No County Drainage Maintenance Required

Yes  No County Drainage Approval

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

Yes  No Other: \_\_\_\_\_

### Water & Wastewater

Water Supply	Wastewater Treatment
<input type="checkbox"/> Public (Central)	<input type="checkbox"/> Public (Central)
<input type="checkbox"/> Private (On-site)	<input type="checkbox"/> Private (On-site)
<input type="checkbox"/> Other	<input type="checkbox"/> Other

## Staff Use Only

SUB# \_\_\_\_\_

DCRPC Hearing Date: \_\_\_\_\_

DCRPC Case #: \_\_\_\_\_

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

Fee Paid: \_\_\_\_\_

Check # \_\_\_\_\_

Received By: \_\_\_\_\_

## Date of Preliminary Plan Approval

\_\_\_\_\_

## Checklist

- Completed Application
- Fee Payment (check/money order only)
- Final Plat/Survey - Full Size
- Final Plat/Survey - One 11"x17"
- Electronic Copy (PDF)
- Engineering & Construction Plans (electronic copy only)

## Submittal Options

Drop off: 1680 E Orange Road  
Lewis Center, OH 43035

OR

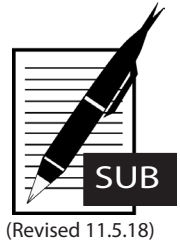
Mail in: P.O. Box 397  
Lewis Center, OH 43035



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## Property Owner Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email: \_\_\_\_\_

## Engineer/Surveyor Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email: \_\_\_\_\_

## Applicant Information Same as property owner Same as engineer/surveyor

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email: \_\_\_\_\_



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(Revised 11.5.18)

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## Affidavit

I hereby certify that the facts, statements, and information presented within this application form and any subsequent documents attached hereto are true and correct to the best of my knowledge and belief. I hereby understand and certify that any misrepresentation or omissions of any information required in this application form may result in my application being delayed or not approved by the Township. I hereby certify that I have read and fully understand all the information required in this application form and all applicable requirements of the Orange Township Zoning Resolution.

## Applicant/Authorized Agent Affidavit

I, \_\_\_\_\_ (Print Name), hereby certify that all information provided is true and accurate. I agree to be bound by all provisions of the Orange Township Zoning Resolution. I further agree to complete all work in accordance with all applicable Federal, State and local laws and regulations.

\_\_\_\_\_  
Applicant's/Agent's Signature

\_\_\_\_\_  
Date

subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public

## Property Owner's Signature

I, \_\_\_\_\_ (Print Name), hereby authorize the applicant/agent listed above to file this application on my behalf. Furthermore, I authorize the applicant/agent to perform the work described in this application and/or to change the use of the subject property only in accordance with all requirements of the Orange Township Zoning Resolution.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public



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## Subdivision Application Procedure

Any applicant who requests a subdivision review is solely responsible for filing all materials required by the application in its entirety. Please consult with the Zoning Department to obtain a copy of pertinent development standards prior to filing a final plat request. An incomplete application will not be processed or reviewed until it is determined to be complete, having all relevant issues addressed in plan or text form.

- The subdivision plat shall be in conformance with Delaware County's subdivision regulations and standards.

### Application Flow Chart

