

Submittal Requirements – Minor Subdivision

3 COPIES of the following items must be submitted at the time of filing of the application in order for an application to be reviewed by the Development Department. The information submitted shall be submitted on a sheet no smaller than legal size (8 ½" by 14") and drawn to a scale no larger than 1" = 200' so as to be clear and legible:

- (a) Completed application form and payment of the associated application fee
- (b) A survey and a plat signed and sealed by a professional surveyor licensed/registered to make surveys in Ohio. A written legal description of the property and for each lot being created or lot line being relocated.
- (c) A map indicating the drainage of the property and any watercourses on the property.
- (d) Required statements, in not less than 12 font size:

(1) Certificate of Ownership.

I hereby certify that I am the owner of the property described hereon, which property is within the subdivision regulation jurisdiction of the City of Wooster, and that I freely adopt this plat of subdivision.

Date:

Owner:

(2) Certificate of Approval.

I hereby certify that the minor subdivision shown on this plat does not involve the creation of new public streets or any change in existing public streets, that the subdivision shown is in all respects in compliance with this Planning and Zoning Code and that therefore this exhibit has been approved by the Zoning Administrator and the City Engineer subject to its being recorded in the office of the Wayne County Recorder within 90 days of the date below.

Date:

Zoning Administrator

Date:

City Engineer

- (e) Any additional conditions as imposed by the Zoning Administrator and/or the City Engineer.