



**CITY of NORTH OLMSTED**

Mayor Kevin M. Kennedy

A 5200 Dover Center Road | North Olmsted, Ohio 44070 P 440-777-8000 F 440-777-5889

**PLANNING & DESIGN COMMISSION  
MAJOR SUBDIVISION APPLICATION**

1. Property owner: Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/St/Zip \_\_\_\_\_  
Phone/Fax \_\_\_\_\_
2. Applicant: Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/St/Zip \_\_\_\_\_  
Phone/Fax \_\_\_\_\_
3. Location Description \_\_\_\_\_
4. Permanent parcel number \_\_\_\_\_
5. Current zoning of property \_\_\_\_\_
6. Proposed zoning/use of property \_\_\_\_\_
7. Number of lots formed \_\_\_\_\_
8. Acreage in this subdivision \_\_\_\_\_

**PLEASE READ INSTRUCTIONS AND ADDITIONAL SUBMITTAL  
REQUIREMENTS ON REVERSE SIDE BEFORE SIGNING.**

\_\_\_\_\_  
Property Owner Signature/Date

\_\_\_\_\_  
Owner Representative Signature/Date

**CMS:** \_\_\_\_\_

**Additional information required for processing this application includes:**

1. Payment of a Planning and Design Commission application fee of \$125 and engineering deposit according to the fee schedule in Chapter 1101 of the Codified Ordinances.
2. A current and accurate legal description of the property in question.
3. Twelve (12) copies of maps and data to include the following (as outlined in Chapter 1101 Subdivision Regulations of the City of North Olmsted Planning and Zoning Code):
  - a. Preliminary plan and location map.
  - b. Topographic map.
  - c. Plat.
  - d. Improvement plans.
  - e. Other information deemed necessary by the City Engineer or Planning and Design Commission.

Planning and Design Commission meetings are held on the second and fourth Wednesdays of each month at 7:00 p.m. in Council Chambers at City Hall. **Applications must be filed with the Engineering Department and approved at least two weeks prior the date of the Planning and Design Commission meeting at which the major subdivision will be considered.**