



Director of Public Service
Engineer's Office
69 N. South Street
Wilmington, Ohio 45177

937-382-6509
937-382-1553 (FAX)

CITY OF WILMINGTON
MINOR SUBDIVISION
ADMINISTRATIVE APPROVAL APPLICATION

(Subdivision of Five Lots or Less)
Regulated by Ohio Revised Code 711.131

Application / File No. _____ **Date Application Received:** _____

Effective Date: February 1, 2003. Supercedes all other versions of this application. The City of Wilmington Planning Commission reserves the right to refuse to accept an application that is not neat, legible and complete.

The City of Wilmington Planning Commission may not formally accept application unless all information requested is provided as instructed.

(Please Print)

Name of Applicant or Agent: _____

Address: _____ **City:** _____

State: _____ **Zip Code:** _____ **Telephone:** _____

Name of Owner: _____

Address: _____ **City:** _____

State: _____ **Zip Code:** _____ **Telephone:** _____

Zoning District of Host Parcel: _____

Intended use of lots to be created by this subdivision:

☐ Residential ☐ Commercial ☐ Industrial

☐ Other (please specify) _____

Minor Subdivision Application (Subdivision of Five Lots or Less) (continued)

Intended use of the remaining acreage or Host Parcel: _____

Number of lots to be created: _____ **Number of lots previously split from Host Parcel:** _____

Address assigned by the Building Department: _____

Please read carefully and submit the following information:

1) Description: Attach separate sheet of legal description to copy of application:

2) Plan: A plan shall be attached to application showing:

- A) Registration number, seal and signature of surveyor;
- B) Proposed division of land at a scale no less than 50' = 1";
- C) Name of Owner(s) of parcel(s) and adjoining parcels;
- D) Date, north point/arrow and acreage;
- E) Plat boundaries, lot line dimensions;
- F) Center line of Street(s), right-of-way, and easements;
- G) Previous lots or blocks and their numbers
- H) Direction of Drainage;
- I) Location or vicinity map;

The undersigned applies for a Minor Subdivision approval under Section 711.131 Ohio Revised Code, and certifies all material submitted with the application is true and correct to the best of his/her knowledge and belief.

Signature of Applicant: _____ Date: _____

(For Wilmington Planning Commission Use Only)

Date Reviewed: _____

Action:

Comments:

Fee Due: \$ 15.00 Fee Paid: \$ _____ Date Paid: _____

Check # _____

Receipt # _____

Please refer to the City of Wilmington Subdivision Regulation for complete list of information to be shown on the plan.