

PORTAGE COUNTY REGIONAL PLANNING COMMISSION
449 SOUTH MERIDIAN STREET, 6TH FLOOR
RAVENNA, OHIO 44266
(330) 297-3613

PRELIMINARY PLAN APPLICATION

NOTE: The application and all additional supplemental information submitted at the time of application will constitute the application for review and action by the Planning Commission. It is the responsibility of the applicant to submit all required items as per the Portage County Subdivision Regulations.

Date: _____ Application No. _____

1. Name of Applicant: _____

Address: _____

Phone: _____

2. Name of Surveyor or Engineer: _____

Address: _____

Phone: _____

3. Name of Subdivision: _____

4. Township, Road and Township Lot Number: _____

5. Proposed Use: _____

6. 13 copies of the Preliminary Plan. _____

7. Present Zoning District: _____

8. Proposed Zoning Changes: _____

9. Any zoning approvals obtained prior to submittal of Preliminary Plan must be included. Include a certification of zoning compliance if an amendment or variance was requested (Copy of Minutes of Meeting, Resolution).

10. Number of Lots: _____ Area of Parcel: _____

11. Do you propose to develop this subdivision in phases? If so, specify proposed lots by phase and timing for phases. _____

11. Do you propose deed restrictions? Yes _____ No _____

12. What type of sewage disposal do you propose? _____

In a letter accompanying the application for Preliminary Plan review state the proposed method of sewage disposal or submit a letter indicating that the Ohio EPA has reviewed the proposal for subdivision as required by Law. If on-site sewage disposal systems will be utilized, there shall be a letter or other form of approval from the Portage County Combined General Health District indicating that on-site sewage disposal has been approved for each lot proposed.

In a letter accompanying the application for Preliminary Plan review, the subdivider shall state the proposed method of water supply. If other than a public system, the subdivider shall submit a letter from the Portage

County Combined General Health District and/or the Ohio EPA that the individual water supply from private wells is feasible.

13. List all proposed improvements and utilities and state your intention to install or post a guarantee prior to actual installation.

Improvement	Installation	Guarantee
a.		
b.		
c.		
d.		
e.		

14. List other materials submitted with this application.

Item	No.
a.	
b.	
c.	
d.	
e.	

AFFIDAVIT

I, _____, the applicant herein, do hereby apply for Preliminary Plan approval for _____ subdivision. I fully understand that the purpose of a Preliminary Plan Review is to examine the basic design factors of a subdivision in order to ascertain whether the proposed design is acceptable and complies with applicable subdivision rules and regulations. I further understand that said Preliminary Plan Review is conducted solely for the applicant's benefit to enable the applicant to receive comments and information concerning the subdivision's proposed design before detailed engineering and construction plans are submitted for formal approval. I understand that the submission of a Preliminary Plan for approval does not constitute the submission of a plat for approval pursuant to Section 711.10 of the Ohio Revised Code, and I specifically waive any rights to an approval under said statute until such time as an application for Plat Approval is submitted to the Commission. I certify that I have read the foregoing documents and have answered all questions fully and frankly. The answers are complete and true to the best of my knowledge.

SS

State of Ohio
County of _____

Signature of Applicant

Subscribed and sworn to before me this _____ day of _____ A.D. 19____

Notary Public

FOR OFFICIAL USE

Date Received _____

Fee Paid _____

Date of Meetings of Planning Commission _____

Meeting #1: Accept for Review _____

Not Accept for Review _____

If Not Accepted for Review, Why? _____

Meeting #2: Approval _____

Disapproval _____

Conditional Approval _____

Conditions Stipulated _____

If Preliminary Plan Disapproved, Reasons for Disapproval _____

Date Received Revised Preliminary Plan _____

Date of Meeting of Planning Commission _____

Action of Planning Commission _____

Date Received Revised Preliminary Plan _____

Date of Meeting of Planning Commission _____

Action of Planning Commission _____

