

Are you considering splitting your property?

The following information is for: land owners, realtors, attorneys, banks, surveyors & engineers.

What is a Minor Subdivision?

A minor subdivision is a land split resulting in a parcel five (5.0) acres and smaller in the unincorporated areas of Fulton County. A minor subdivision requires the approval of the Fulton County Regional Planning Commission according to Section 711.09 of the *Ohio Revised Code* and Section 334 of the *Subdivision Regulations of Fulton County*.

Large Lot Development

(Parcel splits ranging in size from 5.001 acres up to and including 20 acres)

Application for approval of “large lot” parcel splits shall be made to the Fulton County Regional Planning Commission. See the Fulton County Subdivision Regulations - Section 350 “Large Lot Development Regulations”.

The Application

Lot split applications may be obtained through the Fulton County Regional Planning Commission. Completed applications will be processed within seven working days, provided no complications arise during the review process.

In addition to the application form, the property owner or his agent/attorney should submit:

- ◆ A certified survey of the proposed split, also indicating the approximate location of existing or proposed structures and pertinent natural features
- ◆ A legal description of the proposed split (the deed could be submitted for review at this time)
- ◆ A copy of the current property deed
- ◆ A fee for each proposed split, payable to: Fulton County Regional Planning
 - \$100.00 Minor Lot Split, plus \$100 for the remaining parcel if smaller than 20 acres
 - \$75.00 Addition to a Parcel

The Review Process

Applications are reviewed by the Regional Planning Commission, the Health Department, the County Engineer, and other concerned agencies.

The **Fulton County Regional Planning Commission** reviews proposed lot splits for conformity to all applicable subdivision and zoning regulations.

The Fulton County Subdivision Regulations require that each proposed lot:

- ◆ Have a minimum of 150 ft. of frontage on an existing public road (this may be reduced by the availability of public water and/or sewer)
- ◆ Be a minimum of 1.0 acre in size, not including the road right-of-way (this may be reduced by the availability of public water and/or sewer)
- ◆ 250 ft. of frontage may be required for parcel splits 2 acres and larger.

Access Management

All roadways in Fulton County are classified according to traffic count. New driveways and roadways shall be located based upon the existing speed limit and road classification. Please contact the Engineer's Office or Planning Commission regarding distance between access points onto a roadway. Contact the R.P.C. Office to obtain a driveway permit application.

Floodplain Regulations

Contact the Regional Planning Commission office to determine if the property lies within a flood plain. A "Special Flood Hazard Area Development Permit Application" may be required, along with a topographic survey.

The **Fulton County Health Dept.** reviews each proposed split for approval of the water supply and private sewage disposal system(s).

The following requirements apply to minor lot splits (5 acres and smaller):

On-Site Sanitary Systems

- ◆ A soil evaluation shall be conducted.
- ◆ All components of the sewage disposal system must be on the same lot as the dwelling, and adequate land must be available to replace the system should it become necessary.

Water Supply

- ◆ All proposed minor lot splits must have an approved water supply prior to closing on the property, unless the sale is for agricultural purposes.

(Parcel splits ranging in size from 5.001 acres up to and including 20 acres)

A water supply is not required for "large lot" parcel splits, unless the Fulton County Health Dept. determines that unique circumstances exist. A soil evaluation is required for residential or commercial development.

For parcel splits with existing dwellings, all components of the sewage disposal system must be on the same lot as the dwelling, and adequate land available to replace the system should it become necessary.

The **Fulton County Engineer's Office** insures that the proposed split, if located along a county ditch, will not interfere with the operation and maintenance of the drainage system. In addition, the natural and man-made drainage systems are examined to ensure that the proposed split will not create an undue burden on the systems. The Engineer's Office also issues driveway permits for county roads.

Zoning

Although the Subdivision Regulations apply throughout the county, zoning is not countywide. Amboy, Fulton, York and Franklin Townships are "County" zoned, while Chesterfield, Clinton, German and a portion of Swancreek Township are "Township" zoned. The remaining townships are not zoned.

- In the zoned areas of the county, only one residence per parcel is allowed.
- A **development permit** is required in all non-zoned areas of Fulton County.

For more information on zoning, contact the appropriate zoning inspector, or the Regional Planning Commission.

For more information contact:

**Fulton County
Regional Planning Commission**

123 Courthouse Plaza, Suite 1
Wauseon, OH 43567
Phone: 337-9214
Fax: 337-9297

Fulton County Health Department

606 S. Shoop Ave.
Wauseon, OH 43567
Phone: 337-0915
Fax: 337-0561

Fulton County Engineer's Office

9120 Co. Rd. 14
Wauseon, OH 43567
Phone: 335-3816
Fax: 335-1091

County Zoning Inspector

Tom Hall
335-6432

Clinton Twp. Zoning Inspector

Richard Unger
335-8961

German Twp. Zoning Inspector

Stephen Lange
583-0031

Swan Creek Twp. Zoning Inspector

Walter Hallett, Jr.
822-4371

Chesterfield Twp. Zoning Inspector

David Wright
337-9214

Application # _____

Fulton County Minor Subdivision Approval Form

(For All Parcel Splits Up to and Including 20 Acres)

Name of Applicant/Attorney: _____

Phone #: _____

Fax #: _____

Property Owner: _____

Address: _____

Phone #: _____

Former Property Owner/Year: _____

Parcel Address: _____

Location (Section/Town/Range): _____

Township: _____

Size of Parcel: _____ Acres

Name & Address of Buyer (if known): _____

Special Comments: Undeveloped Parcel Addition Involves an Easement

Existing Home Site For Agricultural/Recreational Use Only

Other: _____

----- ***For Office Use Only*** -----

Date Filed: _____

Fee Paid: \$ _____

Last Day For Review: _____

Action Taken: Approved Denied

Comments: _____

Copy of Proposed Deed Submitted to Auditor Health Dept has Reviewed Engineer Has Reviewed

Copy of Existing Property Deed Attached Trustee Notified Exempt Agri/Rec. Lot

Development or Zoning Permit Notification Floodplain Determination _____

Review Lot Frontage/Acreage Requirement Survey Required? _____

Waterline Assessment Due? _____ Access Restricted? _____

Fulton County Regional Planning Commission

123 Courthouse Plaza, Suite 1

Wauseon, OH 43567

Telephone: 419-337-9214

Fax: 419-337-9297

To Whom It May Concern:

Please submit to our office your completed lot split application, certified survey, legal description, copy of your existing property deed and the application fee (per lot split), payable to Fulton County Regional Planning Commission.

Split Fees:	\$100.00	for a new parcel
	\$100.00	for the remaining parcel (if 20 acres or less)
	\$75.00	for an addition to an existing parcel

Upon receipt of your application, a 7-day review process will follow. The Fulton County Health Dept. and Engineer's Office will also review your lot split application. The Fulton County Engineer will look at drainage and access concerns.

Time Period for Review of 5 – 20 Acre Parcel Splits

(# of Parcels)	(Review Period)
1 – 6	7 Calendar Days
7 – 14	14 Calendar Days
15 or More	21 Calendar Days

Per the Fulton County Subdivision Regulations, a soil evaluation and approved water supply will be required prior to split approval (for parcels smaller than 5 acres). You may wish to contact the Health Dept. at 337-0915 regarding the septic system and well, prior to submittal of your lot split application.

An approved water supply is not required for parcels 5.001 acres up to and including 20 acres in size, unless the Health Dept. determines that unique circumstances exist. If your split application is for an addition to an existing property, a soil evaluation and well will not be required.

By a resolution of the Fulton County Regional Planning Commission effective September 28, 1993, lot split approval is valid for a period of two years. If the deed for this lot split is not stamped "Approved" within two years, approval will expire requiring the lot split be resubmitted.

If you have any questions, please feel free to contact our office.

Sincerely,

David Wright
Planning Director

DW/tr