

Application # \_\_\_\_\_

# Fulton County Minor Subdivision Approval Form

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

Name of Applicant/Attorney: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Parcel # \_\_\_\_\_

Parcel Address: \_\_\_\_\_

Location (Section/Town/Range): \_\_\_\_\_

Township: \_\_\_\_\_ Size of Proposed Split: \_\_\_\_\_ 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 Engineer    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/Wetland Determination \_\_\_\_\_

Review Lot Frontage/Acreage Requirement    Survey Required? \_\_\_\_\_

Public Water? \_\_\_\_\_    Access Restricted? \_\_\_\_\_

# Fulton County Regional Planning Commission

152 S. Fulton St., Suite 100

Wauseon, OH 43567

Telephone: 419-337-9214

Email: [alexisluttrell@fultoncountyoh.com](mailto:alexisluttrell@fultoncountyoh.com)

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.