

### **1103.02 CONDITIONS AND REQUIREMENTS FOR MINOR SUBDIVISION.**

(a) Conditions for Minor Subdivision. A minor subdivision or lot split may be approved by Planning Administrator without a plat in accordance with Section 711.131 of the Ohio Revised Code subject to the requirements and administrative procedures for minor subdivision approval as specified in these Regulations if the proposed division conforms to the following conditions:

- (1) The proposed division of a parcel of land as shown on the last preceding tax duplicate involves no more than five (5) lot splits.
- (2) The proposed division is along an existing public street and involves no opening, widening or extension of any street, road or public utility.
- (3) The proposed division is not contrary to any applicable platting, subdivision, zoning or other regulations.

If the minor subdivision satisfies the preceding conditions, it in no way exempts any requirements of these Regulations except for eliminating the need for a final plat.

(b) Requirements for Minor Subdivision. A minor subdivision or lot split shall comply with the following requirements:

- (1) A boundary survey of the proposed division shall be performed by a professional surveyor licensed in the State of Ohio in accordance with the minimum standards for boundary surveys as specified in Chapter 4733 of the Ohio Administrative Code.
- (2) When a division creating an additional parcel, lot, or building site is located wholly or partially within a 100-year flood boundary as determined from the Flood Insurance Rate Maps of the National Flood Insurance Program, the limits of the 100-year flood boundary and the 100-year flood elevation shall be indicated on the survey map submitted. This requires Planning Commission action.
- (3) The proposed division, creating an additional parcel, lot, or building site shall conform to the requirements of the zoning resolution for the Village of Lordstown and/or the requirements of these Regulations.
- (4) The proposed division, creating an additional parcel, lot, or building site, shall be required to support an individual sewage disposal system in accordance with the current Regulations of the Trumbull County Board of Health when located in an area where a public sanitary sewer system does not exist. Board of Health approval is required before the Village can give approval.

(c) Submittal Requirements for Minor Subdivision. A complete application for minor subdivision approval shall be submitted to the Planning Administrator or a representative designated in writing by chairman of the Planning Commission and shall include the following items:

- (1) Deeds. Deeds or other instruments of conveyance shall comply with the "Minimum Requirements for Instruments of Conveyance" as adopted by Trumbull County and shall contain an accurate and current legal description of each proposed new parcel created by, or as a result of the proposed minor subdivision.
- (2) Survey. One survey map of the proposed minor subdivision, signed and dated by a professional surveyor registered in the State of Ohio (including registration number and seal), prepared in accordance with Chapter 4733 of the Ohio Administrative Code.
- (3) Sewage certification. Certification from the Trumbull County Health Department that each proposed parcel created by or as a result of the proposed minor subdivision conforms to current Regulations of the Trumbull County Board of Health, if no sanitary sewer exists.
- (4) The submittal of any other such information as is pertinent to determine the conformity of the division of these Regulations.

(Ord. 76-12. Passed 9-17-12.)

(d) Administrative Procedure and Approval for Minor Subdivision. A minor subdivision or lot split submitted for approval shall be reviewed by the Planning Administrator or designated representative of the Planning Commission for conformity to these Regulations. If within ten (10) full working days the Planning Administrator or designated representative determines that the proposed division and the remainder of the original tract, if any, complies with the conditions and requirements of these Regulations as outlined in Section 1103.02, the Commission's representative shall approve the proposed division and upon presentation of a deed or other instrument of conveyance, shall stamp "*Approved by the Village of Lordstown Planning Commission, No Plat Required*" and sign the conveyance. The owner or legal representative shall then take the deed to the Trumbull County GIS/Tax Map Department for review along with an original copy of the survey map, the County Auditor for transfer of property, and finally to the County Recorder where it will become a legal lot of record.

(Ord. 56-2005. Passed 10-3-05.)