PLANNING AND ZONING COMMISSION (P&Z)
SUBDIVISION WITHOUT PLAT REVIEW APPLICATION

ALL ITEMS ON THIS APPLICATION MUST BE COMPLETED.

Application Fee: $100
Per Fee Ordinance 2018-48

Applicant: _____

Address/City/State/Zip: _____

Email Address: _____

Phone No: _____ Cell Phone No: _____ Fax No: _____

Property Owner: _____

Address/City/State/Zip: _____

Email Address: _____

Phone No: _____ Cell Phone No: _____ Fax No: _____

Property Address: _____

Parcel Number(s)/Subdivision: _____

Checklist:

☐ Preliminary Plan requirements set forth in Section 1105.04

☐ Other plat plan requirements as set forth by the Zoning Administrator.

☐ Provide any other information that may be useful to the Planning and Zoning Commission or City Staff in the space below or attach additional pages.

☐ Attach **5 plat plans** containing all drawings, text, any other items, and application.

☐ **1 digital copy** (CD, USB, Email) of the complete application packet.

☐ Attach the required fee - $100.

☐ Post a public notice sign at least (10) days prior to a public hearing or public meeting, pursuant to ordinance 1107.035

Public notice sign details found here.

(SEE OVER)

I agree to grant the City Staff, the Commission, Board or Council considering this application access to the property that is the subject of this application for the purposes of reviewing this application and posting public notice for this application.

Signature of Applicant: _____ Date: _____

Office Use Received	Office Use Type/Date: _____ Base Fee: $100.00 Prepared by: _____ Reviewed by: _____ PAYOR: _____ RECIEPT # _____

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