

City of Franklin, Ohio
MINOR SUBDIVISION APPLICATION
UDO Sections 1111.01 – 1111.03 and 1115.07

Application No. _____

The undersigned owner(s) of the following property hereby submit this application requesting approval of a proposed minor subdivision, as specified below.

1. Name of Applicant(s): _____
 2. Mailing Address: _____
 3. Phone Number: _____ (home) _____ (work)
 4. Address of the property proposed for subdivision: _____
 5. Lot No. of the property proposed for subdivision: _____
 6. Current Zoning District: _____ Current Use: _____
 7. Proposed Use: _____
-

The following items must be submitted with this Application:

- _____ A. If the applicant is not the owner of the subject property, a notarized letter of authorization from the property owner(s), designating the applicant as his/her/their representative.
- _____ B. A **Legal Description** of the property – either a deed or a drawing prepared by a surveyor registered in the State of Ohio.
- _____ C. A **List of Property Owners** of property that is contiguous to the property proposed for the PUD or that is across the street from it (The list shall be based upon the Warren County Auditor’s current tax lists).
- _____ D. A **General Supporting Narrative** explaining what is being proposed and why.
- _____ E. A **Statement** addressing the following:
 - (1) The relationship of the proposed subdivision to the City’s Comprehensive Land Use Plan;
 - (2) Whether the proposed subdivision will have adequate area to accommodate the building area and other site requirements; and
 - (3) Whether the proposed subdivision is in accordance with the applicable standards of the UDO.
- _____ F. A **Site Plan**, including:
 - (1) Location and size of existing and proposed parcels, including date of creation of existing parcel to be split;
 - (2) North arrow and bar scale;
 - (3) Locational information including: location map; adjacent or frontage roads; adjacent parcel ownership; proposed easements of access; etc.;
 - (4) Acreage of all proposed lots and acreage of all remaining property resulting from the division of the original parcel, including existing and proposed boundaries;
 - (5) Proposed building envelope, building footprint and proposed site drainage and grading may be required by the TRC if existing data indicates a situation where development constraints should be addressed in detail sufficient for approving the development proposal;
 - (6) Site drainage and 100-year floodplain (floodway and floodway fringe, elevation and boundaries);
 - (7) Steep slopes, ravines, drainage swales, and all other natural features;
 - (8) All other natural and built features or conditions that in the determination of the City Engineer are directly relevant to the ability of the proposed lot(s) to be buildable per these regulations. Existing topography at two-foot intervals for slopes under 10%) and 10 foot intervals for slopes 10% or greater or as approved by the TRC if topographic characteristics of the site and/or adjacent properties indicates a situation where

development constraints should be addressed in detail sufficient for approving the development proposal;
and
(9) Any and all proposed easements, reserves or no build zones.

_____ G. A **Stormwater Management Plan** (if required by the City Engineer).

_____ H. **Application Fee.**

BE ADVISED THAT THE SUBMISSION OF ADDITIONAL SUPPORTING INFORMATION MAY BE REQUIRED.

****The applicant should check with the City's Division of Building & Zoning in regards to any building code requirements or other permits required by the City. Acceptance and/or approval of this application is not a guarantee against a change in development requirements or standards due to unforeseeable circumstances once the project and/or construction begins. The applicant is advised to consult with specialists as needed.****

Signature of Applicant(s)

DATE: _____

This Minor Subdivision is hereby:

Approved

Approved with Modifications: _____

Denied because: _____

City Engineer

Date

OFFICE USE ONLY

Received Date: _____

Subdivision: _____ Lot No. _____ Lot Dimensions: _____

UDO District Classification: _____

Date Forwarded to City Engineer: _____ Date Decision Received from City Engineer: _____

Date Notice Mailed to Applicant: _____