



DEPARTMENT OF DEVELOPMENT & ZONING

SUBDIVISION ZONING APPLICATION

5111 South Old 3C Highway, Westerville, OH 43082

P: 614.899.0725

www.GenoaTwp.com

Zoning@GenoaTwp.com

#: _____

PROPERTY INFORMATION

Property Owner Name(s):

Street or Parcel Numbers:

Street Name:

City:

State:

ZIP Code:

Phone Number: ()

Fax Number: ()

E-Mail Address:

Existing Development/Subdivision Name (if applicable):

Zoning District:

Utilities: Sewer Septic

APPLICANT/REPRESENTATIVE INFORMATION - If the same as owner, check here: []

Name(s) and Firm/Company:

Street Number:

Street Name:

City:

State:

ZIP Code:

Phone Number: ()

Fax Number: ()

E-Mail Address:

PROJECT INFORMATION - Please include any additional information with your submission in a separate document, if necessary

Type: Plat No Plat Lot Transfer If unsure, please consult with Delaware County Regional Planning, 740.833.2260

Subdivision Name:

Total Acreage Before Subdivision:

Total Acreage After Subdivision:

Section(s):

Phase(s):

Existing # of Lots:

Proposed # of Lots:

Common Access Drive (CAD)?

Yes

If yes, # of Lots on CAD =

No

Delaware County Regional Planning Commission approval has been obtained? Yes

In Progress

No

I hereby acknowledge the following: that the information contained herein, as well as all supplemental materials being submitted is true and correct; that all applicable provisions of the Genoa Township Zoning Resolution and any other applicable zoning cases shall be complied with; that it shall be unlawful to amend approved subdivision documents for subsequent approvals without prior consent from the Genoa Township Department of Development and Zoning; that additional zoning permits will need to be obtained to construct any building or structure on the subject property; that by signing this application I am acknowledging that I am the owner of the subject property or am an authorized agent and/or representative of the property owner; that approval of this application shall only confirm zoning compliance and not final approval of the proposed subdivision; that the subject subdivision may require review by other governmental agencies; that Delaware County has final subdivision approval authority; and that this application may be rejected and returned, or denied, if found to be administratively incomplete and/or not in compliance with the Genoa Township Zoning Resolution.

Printed Name(s)

Signature(s)

Date:

EFFECTIVE: 9/30/18

Date Received: Received By: Payment Type: Check No.: Amount:

GENOA TOWNSHIP - SUBDIVISION ZONING APPLICATION SUBMISSION CHECKLIST AND GUIDELINES

This document is for reference purposes only. Please do not submit it with your application.

CHECKLIST—The following items must be submitted:

1. **Completed Application Form:** Please completely fill out, sign, and date the application form. Submission of an incomplete application may delay processing.
2. **Fee (per current fee schedule):** Fees must be paid at the time the application is submitted. Only checks (made payable to Genoa Township) or credit cards are accepted. Credit cards must be presented in person at the Administrative Office, information cannot be taken over the phone.
3. **Plans and Materials:** At minimum, one copy of the proposed subdivision plan on 11 x 17 paper which demonstrates compliance with all applicable requirements of the Genoa Township Zoning Resolution. Other information which may be helpful include: a copy of the original development plan or plat (if applicable), copies of any approvals for the subject subdivision from other entities, legal descriptions of the subject properties, and any other materials necessary to demonstrate zoning compliance.

NOTE: Proof of approval from a homeowner's or condominium association is not a submission requirement; however, the Township strongly advises applicants consult with said agency prior to making a submission.

WHERE TO FIND INFORMATION:

- Information how to subdivide, split, or transfer property, including steps and County regulations, can be found at: regionalplanning.co.delaware.oh.us/faq/
- The Genoa Township Zoning Resolution can be viewed online at: www.GenoaTwp.com/ZoningDocs.
- Site plans and/or lot surveys may be available from the Development and Zoning Department, www.GenoaTwp.com/WebSearch or 614.899.0725. Public record reproduction fees may apply.
- Recorded plat maps, subdivision information, square footage of parcels/lots and some buildings, as well as zoning district classification are available on the Delaware County Auditor's website, www.delco-gis.org/auditor. The Measurement feature under Tools is helpful in calculating lot coverage.
- Recorded Deed Restrictions and Covenants are available for review on the Delaware County Recorder's website, recorder.co.delaware.oh.us. Private restrictions are not enforced by the Township.

CONTACT INFORMATION:

ORGANIZATION	WEBSITE	PHONE NUMBER
Delaware Co. Regional Planning (DCRPC)	www.dcrpc.org	740.833.2260
Genoa Township Fire Marshal	www.GenoaTwp.com/Fire	614.568.2040
Delaware County Code Compliance	codecompliance.co.delaware.oh.us	740.833.2200
Delaware General Health District	www.delawarehealth.org	740.368.2300
Ohio Utilities Protection Service (OUPS)	www.oups.org	800.362.2764 or 811
Delaware Soil and Water District	soilandwater.co.delaware.oh.us	740.368.1921
Delaware Regional Sewer District	regionalsewer.co.delaware.oh.us	740.833.2240
Delaware County Engineer	engineer.co.delaware.oh.us	740.833.2400

Questions? Please contact the Development and Zoning office at 614.899.0725 or Zoning@GenoaTwp.com.