



City of Macedonia

The Crossroads of Northeast Ohio

9691 Valley View Road • Macedonia, Ohio 44056
(330) 468-8360 • FAX (330) 468-8396

Building/Engineering/Zoning/Planning Department

LOT DIVISION / CONSOLIDATION REQUIREMENTS

(Subdivisions Resulting In Less Than Five (5) Lots)

1. Completed [Application for Approval of Division / Consolidation of Land](#).
2. With the application, submit a Mylar and four (4) copies of a surveyed drawing of proposed property division / consolidation. Drawing(s) to be at a scale of 1" = 30' or larger include:
 - a. Roadway with R/W width.
 - b. Property limits.
 - c. Zoning designation of subject parcel(s).
 - d. Building setback lines based on zoning of subject parcel(s) and adjacent parcels.
 - e. Adjacent property owners including address, permanent parcel number, lot number and zoning designation.
 - f. Location of existing water main.
 - g. Location of existing sanitary sewer.
 - h. Location of existing storm sewers and ditches.
 - i. Existing and proposed easements.
 - j. Drawing shall meet all Summit County Recorder's Office requirements.
 - k. Provide signature blocks for the Macedonia Planning Commission and the City Engineer on the drawing.
 - l. Any wetlands, 100-year floodplain, watercourse, Riparian setback and wetland setback must be shown on the recorded drawing.
 - m. Provide closure calculations.
3. Submit four (4) copies of Legal Description which meet the requirements of the County Recorder's Office. Drawings and descriptions to be prepared by a Registered Surveyor.
4. The City Engineer will review the submitted items and notify the applicant whether deficiencies were noted or if the proposed action will be recommended for approval by the Planning Commission. The City Engineer must also sign the description(s).
5. If the Chairman of the Planning Commission determines that the division / consolidation is minor in nature, the documents may be signed by the Planning Commission Chairman and returned for recording by the owner. Recording must occur within thirty (30) days of the City's approval.
6. The Chairman of the Planning Commission may determine that the action is not minor in nature and require a full submittal to the Planning Commission.
7. By approving the lot division / consolidation, the City does not warrant that the proposed use meets the zoning regulations, that the proposed facility meets City development standards or that the available utilities can support the proposed use. It is the responsibility of the applicant to understand zoning, utility, building department, wetland, floodplain, storm water and other issues which affect the ability to develop a parcel. These issues are not reviewed or considered in detail during the lot split / consolidation process.

FEE: See most recent Fee Schedule



Service



Commitment



Pride

