

**CARROLL COUNTY REGIONAL PLANNING COMMISSION**

**Application for Minor Subdivision Approval**

*Applications must be completed within 1 year of initial filing with the RPC*

**Property Information**

Owners Name: \_\_\_\_\_

Purchasers Name: \_\_\_\_\_

Parcel ID #: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Township/Range/Section: \_\_\_\_\_

Road Name: \_\_\_\_\_

Split Size: \_\_\_\_\_ Original Acreage: \_\_\_\_\_

Intended Use: \_\_\_\_\_

**NOTE: PROPERTY BOUNDARIES MUST BE STAKED PRIOR TO HEALTH DEPARTMENT INSPECTION!!!**

**Carroll County General Health District: 330-627-8022**

(Preliminary Site Review)

- |   |           |          |
|---|-----------|----------|
| 1. Is new tract served by central water supply? | Yes _____ | No _____ |
| 2. Is new tract served by central sewer system? | Yes _____ | No _____ |
| 3. Is this property in or abut a flood zone?    | Yes _____ | No _____ |

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
County Sanitarian

**Required Driveway Permit**

Before a driveway is constructed contact the appropriate authority for advice, guidance and required approvals.

**State Route – 330-627-4660    County Road – 330-627-2345    Township Road – Call Twp Trustees**

**Carroll County Regional Planning Commissioner**

330-627-5611

Date Received: \_\_\_\_\_ Review Fee: \_\_\_\_\_

To Health Dept: \_\_\_\_\_ Health Dept Return: \_\_\_\_\_

To Map Office (Deed Review): \_\_\_\_\_ Final Review Date: \_\_\_\_\_

**IMPORTANT:** Minor Subdivision approval is provided for convenience. It does not in any way relieve the applicant from meeting all lawful regulations, including but not limited to the requirements of the Carroll County Subdivision Regulations, Carroll County Health District and the Carroll County Engineer.

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Carroll County Regional Planning Commission

Date Deed Stamped: \_\_\_\_\_

\_\_\_\_\_  
Signature

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Title

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Minor Subdivision Approval may be granted only under the following conditions:

1. The proposed subdivision is along an existing dedicated public street or road and involves no opening, widening or extension of any street.
  2. No more than (5) lots are involved after then original parcel has been completed subdivided.
  3. The subdivision is not contrary to applicable platting, subdividing, or zoning regulations.  
Variance can only be requested by appearance before the entire Regional Planning Commission.
  4. The property has been surveyed and a sketch and legal description is submitted in accordance with the minimum standards for instruments or transfer of real estate by the Carroll County Auditor.
  5. Approval is granted, where applicable, by the agencies listed above.
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**Buyer/Grantee Certificate**

This is to certify that I (we) \_\_\_\_\_  
are aware of the regulation and/or guidelines relating to the acquisitions of property in Carroll County and are familiar with and understand the contents of this application.

Address: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_

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Thank you for your cooperation

Please take this form and the approved Deed to the County Auditor's Office for transfer and then to the County Recorder's Office for final recording.