

Clark County Combined Health District (CCCHD)
 Division of Environmental Health
 529 E. Home Road
 Springfield, Ohio 45503
 Phone: 937-390-5600 Fax: 937-390-5625

Application for Lot Split Review

Application Fee \$120.00 (Per Lot)

Receipt # _____

Address:	City:	State: OH	Zip:
Check Type of Lot Review Requested: <input type="checkbox"/> New Lot <input type="checkbox"/> Lot with Existing Home Number of Lots _____ Acreage of Proposed Lots _____ Acreage of Original Lot _____			

Applicant Information:

Name:			
Address:	City:	State:	Zip:
Contact Number:	Email:		

Owner information, if different from applicant:

Name:			
Address:	City:	State:	Zip:
Contact Number:	Email:		

By signing this permit, you agree to abide by any and all state laws and regulations and by regulations set forth by the Clark County Combined Health District.

Applicant Signature:	Date:
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For Health Department use only:

Application Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Inspector Signature:	Date:
Approval Stipulations:		

Below is a checklist to assist you in assuring that your application is complete. Submission of incomplete applications may result in delays in the review of your proposed lot split. For more information refer to our document titled "Guidance for Lot Split Review Process".

For Lots with an Existing Home

- _____ Are the corners of your proposed lot(s) marked or staked?
- _____ Have you attached a scaled drawing showing the location of proposed lot lines, the acreage of each proposed lot and total land area, and the location of easements, utilities, structures, wells, foundations, roads, drainage features, and water bodies?
- _____ Does the existing home/building have a designated replacement area for the sewage treatment system on file at the health district?
- _____ If you do not have a designated replacement area, for the sewage treatment system on file, have you attached a soil evaluation from a qualified soil scientist designating a replacement area for the sewage treatment system?

For Lots for New Construction

- _____ Are the corners of your proposed lot(s) marked or staked?
- _____ Have you attached a scaled drawing showing the location of proposed lot lines with details on the site conditions including vegetation and drainage features, the acreage of each proposed lot and total land area, and the location of easements, utilities, structures, wells, foundations, roads, drainage features, and water bodies?
- _____ Does your scaled drawing include identification of one or more system type(s) that may be feasible for the proposed lots?
- _____ If your lot split proposal is for three or more lots, does your scaled drawing have topographic detail with one foot contour lines?
- _____ Have you attached the completed soil analysis from a qualified soil scientist?
- _____ If your lot split proposal is for five or more lots, have you attached the required written consultation from the Ohio Environmental Protection Agency?

Please be aware that the above items are necessary for preliminary review of your proposed subdivision. In order to receive final approval of your proposed lot split, the CCCHD must review a final survey prepared by a registered professional surveyor.

