

BOROUGH OF CONNEAUT LAKE – CRAWFORD COUNTY

SUBDIVISION & LAND DEVELOPMENT APPLICATION

OWNER/APPLICANT INFORMATION:

Property Owner: _____

Address: _____

Phone No. _____ Email: _____

Engineer/Surveyor Name: _____

Phone #: _____ Email: _____

PROJECT TYPE (check all that apply):

- Lot Line Revision Lot Consolidation
- Minor Subdivision (creation of up to 6 lots, no new roads)
- Major Subdivision (creation of 6 or more lots, or any subdivision with new roads)
- Minor Land Development (less than 5,000 sf new gross floor area & less than one acre earth disturbance; or multi-family dwelling development involving less than 5 dwelling units.)
- Major Land Development (5,000 sf or more new gross floor area, or one acre or more earth disturbance, or Multi-family dwelling development involving fewer than 5 dwelling units)
- Stormwater Review

TYPE OF DEVELOPMENT:

Residential Commercial Industrial Mixed Use _____

PROPERTY INFORMATION:

Project Name: _____

Address of Project: _____

Tax Parcel Number(s): _____

Zoning District: _____ Zoning of Adjacent Property: _____

Located within Floodplain: yes no

Gross Acreage: _____ # of Proposed Lots _____

Description of Project: _____

GENERAL STATEMENT FOR THE HANDLING OF:

Sewage: _____ Water: _____

Electric: _____ Natural Gas: _____

New Roads: yes no

STORMWATER MANAGEMENT:

SWM Plan Required: yes no

NPDES Permit Required: yes no

Disturbed Acreage: _____

Net Impervious Cover (sq ft): _____

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The Borough of Conneaut Lake Planning Commission does not meet on a regular schedule, please allow at least 60 days to schedule a meeting. Submittal must include the following information:

1. Completed application
2. Survey of Property (2 copies)
Survey must include the surveyor’s seal and signature, lengths and bearings of boundary lines, corner points, name and widths of rights-of-way, designation of existing roads, distance and bearings to a permanent point outside the subdivision, owner’s names of all adjacent lands, locations of easements, streams and bodies of water, building setback lines, the lot area in square feet, method of sewage disposal and water supply, zoning district, property assessment number, the North Point, location map, and drawing scale. Must also include Statements and Signature Lines for Property Owner, Surveyor, Notary Public, Crawford Co. Planning Commission, Borough of Conneaut Lake Planning Commission, and Conneaut Lake Borough Council.
3. Filing Fee - \$200.00 for 1-2 residential dwellings
4. Applicant is responsible for fees and costs as outlined in Borough of Conneaut Lake Resolution 10-2022.
5. Additional information for Minor and Major subdivisions and Land Developments per requirements as outlined in Ordinance #219-2011.
6. Traffic studies and Highway Permits: Should a traffic study or permit be required, obtaining said document and the cost of said study or permit will be the responsibility of the applicant.
7. Anticipated Development Schedule: A written schedule for development

Crawford County Planning Commission: The applicant is responsible for filing an application to the Crawford County Planning Office to review the proposed subdivision or land development. This submittal is at the same time as filing the application with the Borough. All costs shall be paid by the applicant. Final approval of the subdivision or land development will be withheld until a report is received from the County Planning Commission office.

Recording of Approved Subdivision: Upon approval of the Subdivision by the Borough Council and in accordance with the Borough of Conneaut Lake Subdivision and Land Development Ordinance, the applicant is responsible for the recording of this plan with the Crawford County Recorder’s Office within 90 days after the Board’s final approval; otherwise, the Board’s approval shall become VOID. A Copy of the County Recorder’s Receipt showing that the Subdivision has been recorded, along with a fully executed copy of the subdivision plan signed by all Boards must be provided to the Borough Office.

APPLICATION CLAUSE:

I, the applicant, have read and understand the requirements of this entire application and instructions, and agree to abide by the requirements set forth herein and pay all reasonable costs associated with this application.

Applicant/Authorized Agent Signature

Date

FOR OFFICE USE ONLY

DATE SUBMITTED: _____ PAID: Check no. _____ Cash \$ _____ Date: _____	
Planning Commission Mtg. Date: _____	
C L Borough Council’s Mtg. Date: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Recorded at Crawford County Courthouse: _____	Date _____ Instrument # _____