

CHAPTER 1213
Plan Approval Procedure

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1213.01 PHASE I PLAN AND DATA.

A Phase I plan shall be acted upon by the Planning Board provided the applicant has paid to the City an Engineering Review fee of Seven Hundred Fifty Dollars (\$750.00) and the following applicable items have been submitted to the board 20 working days prior to the meeting. Plats located within the three-mile area should be submitted 20 working days prior to the County Planning Commission meeting. Plans shall be submitted in the form and with the number of copies prescribed by the Director of Community Development.

- (a) The subdivider should deliver all required Phase I submittals in good order to the Planning Board's staff no later than 20 working days preceding the regularly scheduled meeting of the board. Test hole results of the preliminary soil evaluation as required by Section 1205.02(d) shall be submitted to the Clark County Combined Health District, when necessary, whichever is applicable, and the Planning Board's staff at the time of or prior to submission of the Phase I plan.
- (b) Plat Copies. Within one working day after receiving the Phase I plat and accompanying items, the staff will refer one copy of the plan to the Engineering Department for review of improvement plan; local school district, where involved, for report on school site requirements; and other applicable agencies and departments.
- (c) Preparation of Specific Information. Within seven working days after receiving the plat, each official listed in Section 1213.01(b) above, is requested to prepare and present to the Planning Board's staff a written report containing specific information concerning his conclusions and recommendations on the plat. The plat may be considered acceptable by the officials involved if their replies are not received by the Planning Board's staff in the prescribed time.
- (d) Mailing of Report. The staff will prepare the report on the plat, which will be

mailed to the members of the Planning Board on the Friday preceding the scheduled hearing.

(Ord. 05-233. Passed 9-6-05.)

1213.02 ADDITIONAL PRINTS.

(a) After the Phase I map is approved, the owner or developer shall submit such prints of the corrected Phase I plan as the Director shall require.

(b) As an option at the time of submitting the Phase I prints hereby required, the subdivider or the subdivider's developer may also submit the corrected Phase I plan and profile with final computations on sizing of waterlines and storm and sanitary sewers as required by Section 1205.02(d)(2). Within 30 days after the submission of the corrected Phase I plan, profile, and final computations, the subdivider and the subdivider's developer will be informed of any additional changes which will be recommended or required by the review agencies, if any, for the Phase 2 plat approval. If the subdivider is not so informed within such period, there shall be a period of one year's time thereafter in which the applicant can be assured that no more changes or demands can be made against his plan without his consent unless changes to applicable subdivision regulations or other ordinances passed by City Commission occur during that time.

1213.03 TIME LIMIT.

A Phase I map shall be submitted for examination or reapproval if the time limit between the approval of the Phase I map and the Phase 2 map for the entire tract exceeds five years.

1213.04 REFUSAL OF APPROVAL.

The grounds of refusal of approval of any plat submitted, including citation or reference to the rule or regulation violated by the plat, shall be stated upon the record of the Planning Board and such information shall be provided to the applicant.

1213.05 PHASE 2 (RECORD PLAN) AND DATA.

A Phase 2 plan shall be acted upon by the Planning Board provided the applicant has paid to the City an Engineering Review fee of Seven Hundred Fifty Dollars (\$750.00) and the following applicable items have been submitted fifteen working days prior to the regularly scheduled meeting. Plans shall be submitted in the form and with the number of copies presented by the Director of Community Development. If the plat is not acted upon within 30 days from the date of submission, the provisions of Section 711.09 through 711.10 of the Ohio Revised code shall apply unless the developer agrees to an extension of said 30-day time limit. The grounds for refusal of approval of any plat submitted, including citation of or reference to the rule or regulation violated by the plant, shall be stated upon the record of the Planning Board and such information shall be provided to the applicant.

(Ord. 05-233. Passed 9-6-05.)

1213.051 REQUIREMENTS PRIOR TO SIGNING OF THE PLAT.

The secretary of the Planning Board shall not sign the "Approval of Planning Commission" referenced by section 1213.07(f) of these regulations until:

- (a) All applicable inspection fees have been paid to the City;
- (b) A plat agreement, specifying public improvements, the improvement assurance and such other matters as the Law Director deems necessary to protect the City,

has been approved by the City Commission and has been entered into between the City and the subdivider;

- (c) The improvement assurance specified in the said plat agreement has been fully funded and made contractually binding on the subdivider; and
- (d) All permits to install water and sewer facilities for the subdivision required by the State of Ohio, Environmental Protection Agency have been issued to the subdivider.

1213.06 REQUIREMENTS AFTER RECORDING.

Within twenty days after the plat is recorded, the developer shall furnish such copies of the recorded final plat and covenants as the Director shall require.

1213.07 REQUIRED STATEMENTS AND SIGNATURES TO BE AFFIXED ON THE PHASE 2 (RECORD) MAP.

It is required that the Phase 2 plat contain the applicable forms and wording as listed below. These statements and signatures (as well as covenants and restrictions) may be required to be affixed on separate sheets.

(a) Description.

Situated in the State of Ohio, County of Clark, City of Springfield, (Township shall be designated here for three-mile area plats) and being a part of Section _____, Town _____, Range _____, M.R.S. and being further described as follows: Being a subdivision of _____ acres and being all the land contained within the boundaries shown as A, B, C, D, E, F, G, H, I, and J, and being part of the land conveyed to _____ by deed from _____, dated _____ and recorded in Volume _____, page _____, deed records of Clark County, Ohio. Also being all the land conveyed to _____, by deed from _____, dated _____ and recorded in deed records of Clark County, Ohio, Volume _____, and page _____.

(b) Owners' Dedication.

We, the undersigned, being all the owners and lienholders of the land platted herein, do hereby voluntarily consent to the execution of said plat and dedicate the streets as shown hereon, comprising a total of _____ acres, to the public use forever.

Easements shall be of such size and width as shown on the plat map and are for the construction, operation, maintenance, repair, replacement, or removal of water, gas, sewer, electric, telephone, or other utility lines or service, and for the express privilege of removing any and all trees or other obstructions to the free use of said utilities and for providing ingress and egress to the property for said purposes and are to be maintained as such forever.

- (c) The following language shall be used when lots back onto major vehicular traffic arteries:

Vehicular right-of-access shall not be allowed across the right-of-way line of _____ Street, along the rear of lots _____, _____, _____, and _____, and such right-of-vehicular access is hereby relinquished and released to the City of Springfield, Ohio, (or other political subdivision having control of said street).

- (d) The following language shall be used only if the restrictions are listed on a second sheet:

This plat is subject to the covenants and restrictions shown on the separate document attached hereto and labeled "Sheet 2 of 2 pages".

- (e) Acknowledgment.
State of Ohio

SS:

County of Clark

Be it remembered that on this ____ day of _____, _____, personally came the said John and Jane Doe, to be known and acknowledge the signing and execution of the foregoing statement to be their voluntary act and deed.

- _____
Notary Public, State of Ohio
(f) Approval of Planning Commission.

I hereby certify that this plat was approved by the [City Planning Board of Springfield, Ohio, or CEDA Planning Commission, as applicable] on _____. This approval becomes void unless this plat is filed for recording within one calendar year of this approval.

Certified _____

- _____
Secretary, [City Planning Board of Springfield, Ohio, or CEDA Planning Commission, as applicable]
(g) Certification by Health Official, When Applicable
I hereby certify that this plat meets the requirements of the Clark County Combined Health District.

- _____
Health Commissioner, Clark County Combined Health District
(h) County Auditor.
I hereby certify that the land described by this plat was transferred on _____.

- _____
Clark County Auditor
(i) County Recorder.
I hereby certify that this plat was filed for recording on _____, and that it was recorded on _____, in Volume _____, Page _____, plat records of Clark County, Ohio.

Fee \$ _____

- _____
Clark County Recorder
(j) Certification of Surveyor.
I hereby certify that this plat represents a true and complete survey made by me or under my supervision in _____, and that except as otherwise stated upon the map, all monuments shown thereon actually exist.

- _____
Registered Surveyor No. _____
(k) Certification by the City Engineer.

I hereby certify that a copy of this plat was filed in the City Engineer's office.

Date _____

By: _____

City Engineer

(l) Statement of Acceptance.

Dedication of the land shown on this plat for roads, streets, or other public purposes is hereby accepted as of _____, by The City of Springfield, Ohio.

Date _____

By: _____

City Manager

(m) Acknowledgment of City Manager.

(Applicable only if City is the payee of a certified check or a party to a bond agreement.)

I hereby acknowledge that adequate improvement assurances have been made.

Date _____

By: _____

City Manager