



CITY OF BARBERTON

DEPARTMENT OF PLANNING &
COMMUNITY DEVELOPMENT

URBAN DEVELOPMENT

SUBDIVISION PLAT APPLICATION

Instructions

Only completed applications will be reviewed by the Department of Planning & Community Development (DPCD). Incomplete applications will be denied. Applicants must submit any required documentation and payment of the application fee by **10:00 A.M.** on the filing date for DPCD staff review. If you have any questions or comments regarding this application, please contact the DPCD at planning@cityofbarberton.com or 330-848-6729.

Required Documentation

- Photo Copy of Valid Government Identification
- Application Fee (Checks made out to "City of Barberton") (*see below*)
- Proof of Ownership/Written Authorization from Property Owner/Deed Restrictions (if applicable)
- Detailed Site Plan & Photographs of the Property (see below)

Application Fee: \$300.00*

Applicant Information

Legal Name:	
Address:	
City/State/Zip Code:	
Phone Number:	
Email Address:	

Property Owner Information*

Legal Name:	
Address:	
City/State/Zip Code:	
Phone Number:	
Email Address:	

Project Information

Project Name:	
Address:	
City/State/Zip Code:	
Parcel Number(s):	

Current Zoning:	
Square Footage:	

Legal Description: Metes and Bounds		Located in Deed		Located in Plat		Other, explain:

If the Applicant is not the Property Owner, then written authorization from the Property Owner approving the proposed use outlined in this application is required for complete submission.

Existing Use

Describe in detail the existing use at the property including, but not limited to the following:

Size of Building(s)			
Height of Building(s)			
Gross Floor Area:		Net Floor Area:	
Number of Dwelling Units (if applicable):			

Proposed Use

Describe in detail the proposed use at the property including, but not limited to the following:

Size of Building(s)			
Height of Building(s)			
Gross Floor Area:		Net Floor Area:	
Number of Dwelling Units (if applicable):			

Describe in detail the improvements you intend to make to the property, addressing interior, structural, landscaping, and paving improvements. Improvements must incorporate Sections 1210 and 1220 of the Barberton Development Code.



Application Fee

There is a **\$300.00** minimum application fee for six to ten (6-10) lots. Each additional lot costs **\$20.00**.

Proof of Ownership

The Applicant must submit a copy of the deed, option to buy agreement, lease, lease purchase agreement, or a letter from the property owner authorizing the Applicant to apply for the permit.

Deed Restrictions

The Applicant must provide a copy of applicable Deed Restrictions, Covenants, Easements, or Open Space Requirements.

Detailed Site Plan

An 11" x 17" Detailed Site Plan that must include the following:

- Detailed Renderings of the Site
- Plat of Survey

Photographs of the Property

The Applicant must submit photographs showing the property from the north, south, west, and east direction.

Certification

I hereby certify that all statements made in this application are true and complete and that I have a legal right or possess a written power of attorney on the above premise.

Applicant Signature

Date

Applicant Name

FOR OFFICE USE ONLY:

Date Submitted:

Application Status:

Required Documentation:

Notes: