



Application for Preliminary Plat

City of Fairfield Development Services Department
5350 Pleasant Ave
Fairfield, Ohio 45014
(513) 867-5345
www.fairfield-city.org

For Staff Use Only

Project ID:

Date Application
Submitted:

PC Meeting Date:

Preliminary Plat Submission Requirements

1. Prior to the submission of an application for a Preliminary Plat, please refer to Chapter 1191.0 of the Planning and Zoning Code for procedural requirements.
2. A pre-application meeting is required for all preliminary plats.
3. Incomplete or incorrect applications will not be accepted.
4. Five (5) hard copies of the Preliminary Plat, drawn to scale, in conformation with Chapter 1199.01 of the Planning and Zoning Code.
5. Copy of the legal description for all parcels.
6. Copy of the deed restrictions, if proposed.
7. An electronic copy of the submission must be emailed to development@fairfield-city.org.
8. Filing fee of \$500 is due at the time the application is submitted.
9. Planning Commission meets on the second and fourth Wednesday of each month. The full application, including the filing fee, must be submitted at least two weeks prior to the meeting.

Plat Information

Date:

Proposed Name of Subdivision:

Location/Address:

Section:

Township:

Range:

Parcel ID(s):

Existing Zoning District:

Proposed Zoning District:
(if rezoning is required)

Number of Proposed Lots:

Total Acreage of Parcels:

Applicant Information	
Applicant Name:	
Company:	
Street Address:	
Email Address:	Phone Number:
Property Owner Information	
Property Owner Name (If different from applicant):	
Street Address:	
Email Address:	Phone Number:
Engineer or Surveyor Information	
Engineer/Surveyor Name:	
Company:	
Street Address:	
Email Address:	Phone Number:

Signatures

The undersigned applicant certifies that all materials submitted with this application are true and correct.

Signature of Applicant

Date

The property owner (if different from the applicant) acknowledges by signature below that they are aware of this application.

Signature of Property Owner

Date