HINCKLEY TOWNSHIP
LOT SPLIT/CONSOLIDATION
1410 RIDGE ROAD, HINCKLEY, OH 44233

Lot splits and consolidations in Hinckley Township require Zoning Inspector approval to ensure all proposals comply with Hinckley Township Zoning Regulations. The Zoning Inspector will review the proposal and base their decision on whether the proposed lot(s) are compliant with current zoning regulations. **Fees are $50.00 per lot and will be collected upon approval.**

Requirements for submittal
Medina County Tax Maps Division requires all lot split and consolidation surveys be drawn to a reasonable scale, prepared by a registered surveyor in the State of Ohio in accordance with the Land Conveyance Standards and Requirements for Approvals of Deed Descriptions, Surveys and Plats in Medina County, Ohio. The survey must be submitted to Hinckley Township in the following formats for a zoning review to proceed:

1) Mylar, stamped with surveyor seal OR Paper, embossed surveyor seal
2) Legal description
3) Signature blocks for Township Zoning Inspector and three (3) Trustees

Sale or Exchange of Parcels Between Adjoining Land Owners
It must be verified that the proposed sale or exchange of parcels is exempt by virtue of the proposed land conveyance not being a Subdivision pursuant to Subsection 711.001 (B) (1) of the Ohio Revised Code. In addition, for each proposed addition to real property of a parcel between adjoining land owners where such parcel for sale or exchange does not create an additional building site, the grantees' names on the deed shall match the ownership of the adjacent parcel being enlarged by the transfer, and the deed(s) and survey shall have the following notation: *"Not to be used as a separate building site."*

If the proposal is approved by the Zoning Inspector it will be added to the next regularly scheduled Hinckley Township Trustee agenda for their signatures. The signed plat(s) will be returned to the applicant to submit to Medina County to be recorded within one (1) year. **If the plat is not recorded within one year of Township approval, it will become void and fees forfeited. It is the applicant's responsibility to record the new plats with Medina County and provide Hinckley Township with the conveyance stamp.**

☐ **Lot Split**
☐ **Lot Consolidation**
☐ **Lot Split & Consolidation**

Property Address: _____
PPN: _____
Existing Number of Lots: _____
Proposed Number of Lots: _____
Total Existing Site Acreage: _____
Total Proposed Site Acreage: _____
Existing Lot Frontage: _____
Proposed Lot Frontage: _____

Applicant: _____
Applicant Company: _____
Mailing Address: _____
Email Address: _____
Telephone Number: _____

Property Owner: _____
Mailing Address: _____
Email Address: _____
Telephone Number: _____

Surveyor _____
Company: _____
Mailing Address: _____
Email Address: _____
Telephone Number: _____

☐ **Legal Description** - In metes and bounds, of each new lot being created or consolidated.
☐ **Plat of Survey** – Signed, stamped & embossed by surveyor.
☐ **Deed** – Copy of the original deed as proof of ownership.

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by the Zoning Inspector for completeness and zoning compliance. I acknowledge that the submission of this form does not guarantee approval.

Applicant Name: (Print) _____
Applicant Signature: _____

Date: _____