



Online Lot Split Application

What is Fairfield County's Online Lot Split Application Program?

The Online Lot Split Application Program allows property owners a flexible and efficient way to submit applications for a proposed lot split for review and approval.

How it works?

Application

- Property owner or their representative submits a lot split application for review.
- Applications can be submitted online or in person with the GIS Map Room or Regional Planning Commission.
- Required information:
 - Contact Information: Name, e-mail, phone
 - Parcel Information: Parent parcel number, proposed size and road frontage

Process

- A two-stage workflow has been created for the lot split applications: Preliminary review and final approval.
- When an application is reviewed, the workflow automatically passes to the next agency.
- When the preliminary review stage is complete, the property owner and/or their representative will receive an email including any comments from the review agencies that may need addressed. When ready, the owner/representative will bring the original documents to the GIS Map Room to begin the Final Review process.
- The workflow also includes the ability for questions or clarifications to be directly addressed to the property owner or their representative.

Review Agencies

- County Auditor, Regional Planning Commission, County Engineer, County Utilities and County Health Department
- All 13 Townships and the Ohio Department of Transportation (ODOT)

Program Features



- **Increased efficiency.** Less time required to travel from agency to agency for review.



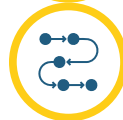
- **Cost savings.** By including the preliminary review, the property owner can avoid additional costs by only having to prepare a survey and legal description one time.



- **Online submission, review and approvals** for lot split applications.



- **Better systems to track** the status of all lot split applications.



- **Better defined process** and improved internal control.

Start your application!



<https://bit.ly/FairCoLotSplit>

Questions?

Visit realestate.co.fairfield.oh.us or call the Auditor's Office at 740-652-7059.

CONTACT US!