

CHAPTER 1113
Plans, Plats and Documents

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| 1113.01 Intent. | 1113.04 Recording. |
| 1113.02 Preliminary design plan; contents. | 1113.05 Title guarantee and property taxes. |
| 1113.03 Final plat contents and supplemental documents. | |

CROSS REFERENCES

- Preliminary design plan - see DEV. 1107.03
Final plat - see DEV. 1107.04
Recording and revision - see DEV. 1115.01 et seq.
Maps, plats and plans defined - see DEV. 1179.13

1113.01 INTENT.

Plans, maps, data and plats shall be prepared and furnished by the developer as required herein to assure accurate surveying, and to provide adequate information for designing, preparing plans, reviewing and recording subdivisions in accordance with these Subdivision Regulations.
(Ord. 58-73. Passed 7-23-73.)

1113.02 PRELIMINARY DESIGN PLAN; CONTENTS.

The developer shall furnish, with the application for approval of a preliminary or design plan of a subdivision, the following maps, data and plans:

(a) Maps and Data. Maps and data shall include the following, either separate or combined:

- (1) Vicinity Map. A drawing located on the plat which sets forth by dimensions or other means, the relationship of the proposed subdivision or use to other nearby developments or landmarks and community facilities and services within Cuyahoga County in order to better locate and orient the area in question.
- (2) Property line survey. Not less than a one hundred (100) foot (30.48m) per inch scale, showing bearings and distances of the parcel to be subdivided; location, width and purpose of easements; the name, width and location of abutting streets, including location of pavements and sidewalks; structures on parcels within one hundred (100) feet (30.48m) on adjoining property.
- (3) Utility Map. Not less than a one hundred (100) foot (30.48m) per inch scale, showing existing and proposed utilities on and adjacent to the tract,

including location, size and invert elevations of all sewers, location and size of water and gas mains, location of fire hydrants and electric power and telephone poles.

- (4) Topographic Survey. Not less than a one hundred (100) feet (30.48m) per inch scale, on a section of the Cuyahoga County Topographic Map, enlarged to one hundred (100) foot (30.48m) per inch scale, contours at two (2) foot (.61m) maximum intervals; trees and natural features.
- (5) Titles and Certifications. Indicating present parcel designations according to official records, name of developer, name and address of owners, certification of registered surveyor, scale and date of survey.
- (6) Sketch Plans. Of the proposed subdivision indicating the concept of the layout and its relation to surrounding land.

(b) Preliminary Plan. The subdivision shall be planned in accordance with the design standards and criteria set forth in Chapter 1109 and designed by either a professional planner who is a member in good standing of A.I.P., a registered architect, a registered engineer or a surveyor.

The plan shall be accurately and clearly drawn at a scale of not less than one hundred (100) feet (30.48m) to one (1) inch. It may be drawn in pencil on transparent tracing paper. The drawing shall incorporate the aforesaid topographic and property line data, the surrounding streets and lots and the proposed plan, or alternate plans, of the subdivision, including the following:

- (1) Streets. The layout, right of way, pavement widths, approximate grades and names.
- (2) Other rights of way. Location, width and purpose.
- (3) Lot lines. Approximate dimensions and bearing.
- (4) Public land. To be reserved or dedicated for parks, playgrounds or other public uses.
- (5) Sites. For multifamily, institutions or business uses.
- (6) Building lines. Whether uniform or in a group development.
- (7) Title. Numerical and graphic scale, north arrow and date.

(c) Protective Covenants. An outline of the protective covenants proposed to regulate and protect the development, restrictions and bylaws of a homes association and its incorporation, declaration of condominium ownership and other covenants, if any.

(d) Other Preliminary Plans. The Commission may require additional preliminary drawings showing information such as street profiles and grades, typical cross-sections of proposed roadways, locations of proposed sanitary and storm sewers and water service, or prospective street system of adjacent land owned by the developer, and preliminary plans and information on buildings to be constructed.

(e) Ownership Certificate. The Commission shall require a certificate as to ownership or verification of option to purchase.

(f) Floodway or Floodway Fringe Districts. If a proposed subdivision or any portion thereof falls within a Floodway District or Floodway Fringe District, the Planning Commission shall determine that such proposal is consistent with the need to minimize flood damage, that all public utilities and facilities such as sewer, gas, electric and water systems are located, elevated and constructed to minimize or eliminate flood damage and that adequate drainage is provided so as to reduce exposure to flood hazards.

(Ord. 58-73. Passed 7-23-73.)

1113.03 FINAL PLAT CONTENTS AND SUPPLEMENTAL DOCUMENTS.

The developer shall furnish, with the application for approval of the final plat of a subdivision, the following plans, data and plats:

(a) Final Plat. Shall be drawn and signed in India ink on tracing cloth, or other black-line reproducible positive on a medium satisfactory to the Building Division, at a scale not less than one hundred (100) feet to one (1) inch. Sheets shall be twenty-four (24) inches by thirty-six (36) inches (.61m by .91m) in size; if necessary, the plat shall consist of several sheets, including an index and references to adjoining sheets. The plat shall include only the portion of the subdivision proposed for immediate recording and development, and show the following:

- (1) Control points. Points to which all dimensions, angles and bearings are to be referred; nearest street or section line or other established point.
- (2) Lines and boundaries. Center lines and right-of-way lines of streets, easements and other rights of way; natural and artificial watercourses, streams, shorelines; corporation lines; and property lines of all lots and parcels with distances, radii, arcs, chords and tangents (nearest one-

hundredth of a foot) bearings or deflection angles (nearest second of all curves).

- (3) Street. Name and width of each street within proposed subdivision and those adjoining; building setback line; street tree plan in accordance with Section 1111.11.
- (4) Lot and block identification. Number or letter, in progressive order, for each lot and block conforming with Cuyahoga County Recorder's procedures.
- (5) Dedication and acceptance. Boundaries of and purpose for which any parcels, other than residential lots, are to be dedicated or reserved for public use; purpose and dimensions of easements.
- (6) Monuments. Location and description of those found, set or to be set.
- (7) Adjoining land. Names and recorded owners of adjoining unplatted land; reference to adjoining platted land by name, volume and page of Recorder's maps.
- (8) Certification. By owner of acceptance of plat and statement offering dedication of streets, rights of way and any sites for public use or reserved by deed covenants for common use of all property owners.
- (9) Certification and seal. By a registered surveyor as to preparation and details of survey and plat.
- (10) Protective covenants. Reference to or included on plat.
- (11) Title. Of subdivision, municipality, county, state, original township section, tract or lot; scale shown numerically and graphically, north arrow and date.
- (12) Certification. For approval by the Commission and City officials.
 - (b) Improvements Plans. Drawings and specifications showing cross-sections, profiles, elevations and construction details for all required improvements, in accordance with the requirements of Chapter 1111.
 - (c) Certification by City Engineer. Stating that the developer has:

these Regulations and any conditions set forth by the Commission in their approval of the preliminary plan; or

- (2) Posted financial guarantees in sufficient amount to assure completion of all required improvements.

(d) Protective Covenants. Restrictions, by-laws, declarations and other covenants in final form, to be recorded separately.

(e) Other Statements and Data.

- (1) Statement that there are no unpaid taxes or special assessments against the tract and that the developer owns the property.

- (2) Other data, certificates or affidavits, as may be required by the Planning Commission or Building Commissioner in the enforcement of these Regulations.

(Ord. 58-73. Passed 7-23-73.)

1113.04 RECORDING.

The developer shall file the approved final plat in the office of the County Recorder, and the original linen drawing thereof shall, after it has been recorded, be returned to the office of the Building Commissioner by the developer. The approval of the Commission expires within sixty (60) days after its effective date, unless the plat shall have been duly filed and recorded in the official records of Cuyahoga County, and the developer has so notified the Commission in writing. (Ord. 58-73. Passed 7-23-73.)

1113.05 TITLE GUARANTEE AND PROPERTY TAXES.

(a) After the plat has been approved in final form by the Planning Commission, but prior to approval and acceptance of the plat by Council, the developer shall:

- (1) Take the proposed plat to a reputable title or abstract company licensed to do business in Cuyahoga County, for its review. He shall secure a certificate placed and signed upon the original linen drawing of the plat, stating that the persons proposing to subdivide the land and whose names appear on the plat as owners or developers do, in fact, have title to or are otherwise empowered to subdivide the property contained in the proposed plat. The title or abstract company shall further certify that the liens or encumbrances against the property and the nature thereof, as outlined in certificates previously placed upon the plat by each lien holder or holder of other encumbrance, constitute all those which exist as of the date of the certificate.

(2) Further secure a written statement by the City Law Director, after he has reviewed the abovementioned certificates. The statement should express the opinion of the Law Director whether or not any encumbrances shown on the plat will adversely affect the use of the land by the City for the purposes for which it is being platted.

(b) Payment of all taxes and/or assessments due to become due on any property within the boundaries of the plat which are intended to be dedicated to public use, shall be the responsibility of the owner of the land until such property is declared by the Ohio Board of Tax Appeals or the County Auditor to be exempt from taxation and assessments.

(Ord. 58-73. Passed 7-23-73.)