



Case Number: _____

LOT SPLIT APPLICATION

LOT CONSOLIDATION

City of Middletown Planning & Zoning | 513-425-7970 | dept_planning@cityofmiddletown.org

CONTACT COUNTY FOR RECORDING DOCUMENT REQUIREMENTS:

**Warren County Tax Map
(513) 261-1235**

**Butler County Tax Map
(513) 887-3154**

- 1) Name of Property Owner: _____

- 2) Deed Transferred To: _____

- 3) Location: _____
 _____ Zoning District
 _____ Parcel ID Number
 _____ Number of Property Splits Requested
- 4) Date Application Submitted: _____
- 5) Date Application Accepted: _____
- 6) No. New Building Sites: _____ @ \$75/Lot = Fee \$ _____
- 7) No. Administrative Lot Splits: _____ @ \$25/Lot = Fee \$ _____
- 8) Lot Split Granted _____ Date _____
- 9) Lot Split Denied _____ Reason _____
- 10) Deed Submitted with request _____
- 11) Copies to:
 - City Engineering Department
 - City Building Inspection Department
 - County Auditor (Butler or Warren County)

Applicant must submit the following:

- Deed (if being transferred to be stamped prior to recording)
- Three (3) copies of legal description
- Two (2) copies of site survey drawing to scale
- One (1) mylar copy of site survey drawing to scale