



INTERESTED IN SPLITTING A LOT IN RURAL MARION COUNTY?

Did you know you must obtain Health Department approval before splitting a lot that will be less than 5 acres in Marion County?

This is because for lots in rural areas that do not have access to public sewer, we must make sure there is enough space and acceptable soil on the property for an onsite septic system like a mound or leach bed, as well as enough space for its replacement! OAC Chapter 3701-29-08 regulates the creation of new lots and subdivisions.

Marion Public Health (MPH) should be one of your first stops during this process! *Follow the steps below for a seamless lot split venture.*

- 1. Get a soils test done by a soil scientist approved by Ohio Department of Health (ODH).**
 - Visit ODH's [website](#) for a list of soil scientists
- 2. If the lot has an existing septic system, have a registered service provider inspect it.**
 - A list of registered septage service providers in Marion County can be viewed on MPH's [website](#).
- 3. Submit a completed lot split application to MPH with a \$250 fee payment.**
 - A copy of our application is attached, or you can go to our [client portal](#) to apply.
- 4. Be in contact with our other community partners such as Marion County Regional Planning and the local Zoning Inspector.**
 - These agencies will have their own application process and requirements (such as deed requirements) to fulfill before approving a lot split. All involved agencies must sign off on the lot split before it can be finalized!
- 5. You can have the land surveyed by a licensed land surveyor AFTER the proposed lot split has been approved by MPH. Do NOT have the land surveyed before MPH approves your lot split application.**
 - Why? Because you may need to adjust the suggested property lines to make sure a septic system and its replacement can fit! If the land was already professionally surveyed and a change is needed, you will have to pay another survey fee to get it resurveyed. Save yourself some money and wait to get a survey until Marion Public Health approves your application.
 - We also recommend talking to your Zoning Inspector and Marion County Regional Planning about any setback or lot sizing requirements before scheduling a land survey!

Please note, only proposed lots less than 5 acres must obtain Health Department lot split approval in Marion County. Lots larger than 5 acres will undergo different approval processes. Contact your local Zoning Inspector for more information.

LOT SPLIT FEASIBILITY APPLICATION

(Please Print)

I, _____, am requesting the services of a representative of Marion Public Health to perform a site evaluation for a proposed lot split(s).

Location of lot split(s): _____

Parcel #: _____ City/Township/Village: _____

Name: _____ Phone: (____) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

E-mail: _____

LOT/PARCEL SPLIT SITE EVALUATION PROCESS

- 1) Complete the lot split information entirely and submit with applicable inspection/processing fee of **\$250.00**.
- 2) Submit an accurate scaled drawing or survey of the lot/parcel(s) to be created. The drawing or survey shall show the following items:
 - Hardscapes (driveways, walkways, etc)
 - Softscapes (trees, shrubs, etc)
 - Bodies of Water, if any
 - Soil absorption areas
 - All existing or proposed lot boundaries
 - Proposed Building Locations and Use on Site(s): _____
 - How many bedrooms?: _____ How many acres?: _____ Frontage: _____ Depth: _____
- 3) A soil evaluation completed in accordance with rule 3701-29-07 of the Administrative Code for each proposed lot.

NOTE(S): Once the soil evaluation, site evaluation and the drawing are submitted and reviewed, a written recommendation will be referred to the Marion County Regional Plan Commission for consideration of the proposed split(s). Any well/septic violations or required upgrades will result in a Notice of Violation to the current owner outlining the necessary corrective measures.

For any lots created that are less-than 5 acres, contact Marion County Regional Planning for their subdivision application and approval.

(Over)

Use space provided below or attach a scaled drawing of proposed lot/parcel split(s)
(THE DRAWING MUST BE NEATLY DRAWN & ACCURATE TO BE APPROVED)

☐ Check box if site plan attached



Refund policy: it is the policy of Marion Public Health to not refund fees once plans have been received, a site inspection has been made, or when work has been incurred by this agency. If special circumstances present themselves, the Health Commissioner or his representative may waive this policy.

(Signature of individual requesting evaluation)

_____/_____/20_____
(Date)

THIS OFFICE WILL MAIL, EMAIL, AND/OR FAX RESULTS TO THE APPROPRIATE GOVERNMENT AGENCY. UPON REQUEST, A COPY MAY BE FORWARDED TO THE APPLICANT. THIS EVALUATION IS NOT A PERMIT. ANY EVALUATION REPORT CREATED BY MARION PUBLIC HEALTH IS BASED UPON CURRENT REGULATIONS AND AN INSPECTION OF THE EXISTING PHYSICAL CONDITIONS OF THE PROPERTY. THIS REPORT IS NOT A GUARANTEE FOR A FEASIBLE BUILDING SITE, IN FACT, THE APPLICANT IS GIVEN NOTICE THAT THE REPORT MAY CONCLUDE THAT SUCH SITE IS NOT SUITABLE FOR DEVELOPMENT.