

The City of Mayfield Heights

Planning Commission

SUBDIVISION



MEMBERS:

MAYOR ANTHONY DICICCO,
CHAIRMAN

MIKE BALLISTREA, COUNCIL
REPRESENTATIVE/VICE-
CHAIRMAN

JACK GALLUCCI, MEMBER

DARCY HORVAT, MEMBER

LYLE SATTERLEE, MEMBER

ANNE WEILAND, SECRETARY

Application and Submittal Requirements

PLANNING COMMISSION

2019 - MEETING DATES & DEADLINES

The Planning Commission meets the 1st and 3rd Monday of each month.
(All meetings are held in the City Hall Council Chambers)

MEETING DATE 1 st & 3 rd MONDAY 7:00 P.M.	NEW CONSTRUCTION: SUBMISSION DEADLINE 30 DAYS	OTHER SUBMITTALS: SUBMISSION DEADLINE 2 WEEKS	COUNCIL MEETING 2 ND & 4 TH MONDAY 7:00 P.M.
January 7, 2019	December 7, 2018	December 24, 2018	January 14, 2019
January 21, 2019	December 21, 2018	January 7, 2019	January 28, 2019
February 4, 2019	January 4, 2019	January 21, 2019	February 11, 2019
February 18, 2019	January 18, 2019	February 4, 2019	February 25, 2019
March 4, 2019	February 4, 2019	February 18, 2019	March 11, 2019
March 18, 2019	February 18, 2019	March 4, 2019	March 25, 2019
April 1, 2019	March 1, 2019	March 18, 2019	April 8, 2019
April 15, 2019	March 15, 2019	April 1, 2019	April 22, 2019
May 6, 2019	April 5, 2019	April 22, 2019	May 13, 2019
May 20, 2019	April 19, 2019	May 6, 2019	Cancelled
June 3, 2019	May 3, 2019	May 20, 2019	June 10, 2019
June 17, 2019	May 17, 2019	June 3, 2019	June 24, 2019
July	SUMMER RECESS		
August			
September 2, 2019	LABOR DAY – CANCELLED		
September 16, 2019	August 16, 2019	August 30, 2019	September 23, 2019
October 7, 2019	September 6, 2019	September 23, 2019	October 14, 2019
October 21, 2019	September 20, 2019	October 7, 2019	October 28, 2019
November 4, 2019	October 4, 2019	October 21, 2019	November 11, 2019
November 18, 2019	October 18, 2019	November 4, 2019	November 25, 2019
December 2, 2019	November 1, 2019	November 18, 2019	December 9, 2019
December 16, 2019	November 15, 2019	December 2, 2019	To be determined.

Meeting date confirmations or questions regarding your submittal may be directed to:
Anne Weiland, at (440) 442-2626, Ext. 210, or anneweiland@mayfieldheights.org.

All meetings are held in the City Hall Council Chambers.



THE CITY OF MAYFIELD HEIGHTS - PLANNING & ZONING COMMISSION

6154 Mayfield Road, Mayfield Heights, OH 44124

Phone: 440-442-2626, Ext. 210 ~ Fax: 440-442-7662

***REQUEST TO APPEAR
SUBDIVISION***

THE COMMISSION MEETS THE 1ST & 3RD MONDAY OF EACH MONTH
(excluding July & August)

Fifteen (15) copies of a proposed subdivision plat must be submitted to the Building Department at least fourteen (14) days prior to a scheduled meeting.

Fees to accompany application:

- \$100.00 per plat + \$5.00 for each subplot exceeding five (5).
- \$500.00 minimum deposit – for plan review by the City Engineer.
(unused portion will be returned to applicant. Excessive fees will be billed)
- Fee and deposit must be on separate checks.
- Make checks payable to the City of Mayfield Heights

In the case the property owner is not the applicant and will not be present at the meeting, the applicant shall submit, in writing, a statement from the property owner acknowledging this request and authorizing the applicant to make such request before the Planning Commission

LOCATION OF PROPERTY (address/street) _____

PERMANENT PARCEL NO(S) _____

EXPLAIN YOUR REQUEST: _____

PROPERTY OWNER _____ PHONE NO. _____

ADDRESS _____

NAME OF APPLICANT _____ COMPANY _____

ADDRESS _____

APPLICANT'S PHONE NO. _____ FAX NO. _____

EMAIL ADDRESS _____

All plans, recommendations, and regulations made by the Commission shall be submitted to Council for approvals before the same are considered official.

It is the applicant's responsibility to review and comply with all mandates of the Mayfield Heights Codified Ordinances relative to this application request. Applicant must be present at the meeting.

Signature of Applicant

Date

MEETING DATE _____

CASE # _____