

**CLARION COUNTY SUBDIVISION  
AND LAND DEVELOPMENT  
ORDINANCE**

**PROCESS CHANGES**

**JULY 2007**

**Adopted by the  
Clarion County Planning Commission  
July 18, 2007  
Effective Immediately**

1) Part and Parcel Conveyances

For subdivisions involving a conveyance that will become part and parcel of the grantee's existing lands, the following procedure shall be followed:

- a. The Plan will be processed the same as a single lot subdivision.
- b. The Plan shall include a statement from the grantor to the effect that this conveyance will not reduce the grantor's remaining land area below applicable requirements.
- c. The Plan shall include a statement from the grantee affirming that the parcel to be acquired abuts and is contiguous to the grantee's present property and shall merge with the grantee's present lot.
- d. A part and parcel conveyance shall not be considered when determining if future conveyances from a parent tract are a single lot, minor or major subdivisions.

2) Single Lot Subdivisions Without Modifications

- a. The Plan may be approved by the Subdivision Administrator/Assistant Planner or the Director.
- b. Single lot subdivisions shall be listed under Local Projects. No further action shall be taken on single lot subdivisions.

3) Minor Subdivisions

- a. The Staff shall prepare a list of all minor subdivisions along with pertinent information: i.e., sewage, access, lot size, location, etc.
- b. The Planning Commission shall review this information and may either grant preliminary and/or final approval to the plan.
- c. The Plan may be signed by any two of the following: The Chairman or the Vice-Chairman and the Subdivision Administrator/Assistant Planner or the Director.

4) Major Subdivisions (Lots 11 and over)

- a. Planning Commission shall review and may either grant preliminary and/or final approval to the Plan.
- b. The Plan may be signed by any two of the following: The Chairman or the Vice-Chairman and the Subdivision Administrator/Assistant Planner or the Director.

5) Land Developments

- a. Planning Commission shall review and may either approve or disapprove the Preliminary Plan.

- b. The Plan may be signed by any two of the following: The Chairman or the Vice-Chairman and the Subdivision Administrator/Assistant Planner or the Director. Developer may then begin to “build” the plan.
  - c. Final approval shall remain a requirement.
- 6) Modifications shall not be required for existing physical conditions that do not meet the current requirements under the Clarion County Subdivision and Land Development Ordinance.
  - a. Example – A subdivided lot or the remaining parent tract has an existing Building on it that does not meet the setback requirement from a road right-of-way.
  - b. Example – A subdivided lot or the remaining parent tract does not meet the 3:1 depth to width ratio due to the fact that a town was originally laid out with long narrow lots.
  - c. A modification shall still be required when the subdivided lot creates a change to the existing property that causes it to not meet requirements. Example – An existing house has the proper side yard setback and the subdivided lot causes that side yard setback to be 5 feet under the requirement.