

Are you planning to split your property in Union County?

The following information is provided to make you aware of general procedures currently required in Union County for lot splits. We want your experience in Union County to be as pleasant as possible.

The following steps must be completed before a lot split can take place.

1. Contact your local Zoning Official to get zoning approval for your planned split. Make sure the zoning approval is submitted to our Map Department in writing. Click the link below for contact information:

[Zoning Officials List](#)

2. If your planned split will be 5 acres or less, contact the Union County Health Department to complete a development plan (937.642.2053).
3. Secure proper approval for driveway access (new or existing) for your planned split.

If the drive will be along a County or Township road, click the link below to complete a driveway application:

[County/Township Driveway](#)

If the drive will be along a State Highway, click the link below instead:

[State Driveway](#)

4. Contact a professional surveyor to have a survey made of your planned split. Make sure your surveyor submits the legal description and plat for your planned split to our Map Department for review and pre-approval.

Once the above steps are completed and approved, contact an attorney or title company to prepare a deed to transfer your lot split.

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