



**RPC Print Schedule**  
**Delaware County, Ohio**  
 (for unincorporated areas only)

*Required Copies for Subdivision Review by  
 Regional Planning Commission.  
 Consult other agencies for their print requirements.*

**PRELIMINARY PLAN**

Items	At Deadline	Revisions after TRC
Application Form/Fees	1	
Full size paper copy (FOLDED)	13	1*
11 x 17 copy	1	10
Composite Utility & Grading Plans (FOLDED)	13	
Improvement Plans (FOLDED)	1	
Electronic format, preferably GIS compatible or CAD on disc	1	1, if revisions involve lots and streets
<i>*Applicant must distribute revisions to the applicable township.</i>		

**FINAL PLAT**

Items	Final Plat
Application Form/Fees	1
Mylar Plat (maximum 14" x 17" with 11" x 17" printable area)	1
Paper copies (maximum 11" x 17")	13
<i>*Original signed by Township, Del-Co (if applicable), and Health (if applicable).</i>	

**PLAT DISTRIBUTION AFTER COMMISSIONER APPROVAL (UNINCORPORATED AREA)**

*The total number of copies as noted (6) should be presented to the Auditor and Recorder for final processing, then distributed as follows:*

Delaware County Recorder	1
Delaware County Auditor	1
Delaware County Map Department	1
Delaware County Regional Planning Commission	1
Township Zoning Inspector/Office	1
Delaware General Health District	1

***Plat used for Recording shall be 4 mil. double-matte mylar. Copies on medium-weight, coated paper.***

*All prints must be produced in BLACK INK.*

***Mylar size is 14" x 17" (11" x 17" printed area - blank space should be along the bottom edge).***

*Cost for recording: \$40.00 per sheet (please confirm with the Recorder's office).*

**Plats within Incorporated areas and Condominiums**

Recorder, Auditor, Map Department	1 copy for each department
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