



Delaware County Regional Planning Commission

109 North Sandusky Street
P.O. Box 8006, Delaware, Ohio 43015
740-833-2260 fax 740-833-2259
www.dcrpc.org

Scott B. Sanders, AICP
Executive Director

Memo Regarding the Release of General Easement on Recorded Plats

The Subdivision Regulations of Delaware County were changed in 2013 to allow for the release of general easements without filing an amended plat:

Section 205.06 (b.): "General utility easements, which the Commission reasonably determines at a public hearing are no longer needed, may be vacated with the submission of an application containing a survey exhibit and legal description, prepared by a professional surveyor, of such easement by the land owner to the Commission. Applications shall be subject to the monthly deadline for placement on the Commission agenda and shall require the approval of the Commission before they can be recorded. For purposes of this paragraph, owners of utilities within the platted subdivision shall be entitled to notice of the public hearing and afforded an opportunity to object to the application."

Please note that this does not apply to easements under the use and control of the County which may be vacated directly through the County Commissioners.

Here are the other requirements and steps to follow:

1. Submission includes the completion of the Final Plat application form (http://www.dcrpc.org/online_forms/2015Easement%20Release.pdf). Complete information for the plat, section, phase, and part, if applicable.
2. Submit 13 copies of a survey and legal description of the easement to be vacated, prepared by a professional surveyor. Material should be no larger than 11 x 17 and meet other survey and recording standards. Survey should include a signature line with "Director, Regional Planning Commission."
3. Fee is \$500. Additional fees may be required to cover any cost of certified mail to utilities.
4. Submit the fee and all materials by the monthly RPC deadline.
5. The case may be placed on the monthly Technical Review Committee meeting. If so, notice will be sent.
6. After RPC approval and director signature, RPC staff will handle the final preparation and delivery to the Recorder's office.

February, 2015