Delaware County Subdivision Platting and Plan Review Process

INFORMAL DISCUSSIONS ARE ENCOURAGED AT ANY TIME. PROCESS ASSUMES ZONING IS APPROVED BY THE TOWNSHIP

REGIONAL PLANNING | COUNTY ENGINEER | SANITARY ENGINEER

!DEADLINE!
Sketch Plan
Submit Copies to RPC
RPC distributes, collects

!DEADLINE! *
Preliminary Plan
Submit Copies to RPC
RPC distributes, collects

1 month

Technical Review Meeting
Comments Discussed
Co Eng General Layout

RPC Meeting
Preliminary Plan Approval
(2 years)

SIMULTANEOUS
Preliminary Engineering
Sight Distance Diagrams
One copy to RPC
Verify Adequate Drainage Outlet
MOU for TIS
Variance Requests

* Health District needs a soil scientist report for on-site treatment if applicable

Final Engineering Review
(4 weeks, plus resubmission reviews)
Submit the following for approval

ODOT Permit if appropriate

Drainage Maintenance Petition

Fire Dept

Plans and Review Checklist | Permit Fees | ROW and/or Drainage Easements | Traffic Study

Plans Approval Signatures by others ← Del-Co Water; Health if applicable

Final Engineering Approval

Engineer Estimate Approval

SIMULTANEOUS
Sanitary Review (...weeks)
Submit the following for approval

Plans and Review Checklist | Engineer Estimate | Sanitary Easements if separate from plat

County Engineer Approval if required

Plan Approval by Sanitary Engineer

Plan Approval by Commissioners

Final Plat Review

Draft plat to RPC for review, staff comments back to applicant

Draft plat to DCEO and RSD for review (4 weeks needed)

Submit **lot number/house number** plan to map department

Circulate **plat** for signature:
- Delco
- Zoning
- Sanitary
- Engineer
- ** Health

!DEADLINE!
Submit signed **plat** to RPC for review

1 month

RPC Meeting/Approval
(Record plat in 15 months)

DCEO places **plat** on County Commissioner Agenda / Approval
Applicant or RPC staff makes copies; applicant records and distributes

** Health District:
Subdivisions of more than 24 lots with on-site treatment must go before Board of Health before signature on plat

Project Construction

Owner's Agreement
Drainage maintenance and post fees (if req.)
Bond if platting now

Pre-Construction Meeting

Begin Construction

Complete construction or bond remaining construction

Sewer Construction

Subdivider's Agreement
Pay review and inspection fees

Pre-Construction Meeting

Begin Construction

Complete construction or bond remaining construction

Final Inspection, 5-year bond issued

Acceptance Into Public Service by Commissioners

Tap Fee Paid

Schedule Tap Inspection

Connect House to Sewer

- RPC
- County Engineer
- Soil & Water
- Sanitary Engineer
- Code Compliance
- Township Zoning
- Fire Department
- Delco Water

DCRPC Subdivision Regulations:
http://dcrpc.org/RESOURCES/app_forms.htm
Sanitary Engineer Standards:
http://www.co.delaware.oh.us/sanitary/newweb/designresources.asp
County Engineer Standards:
www.co.delaware.oh.us/engineer/drp.htm *(look under Private Development Resource Page)*
ODOT Permit: www.dot.state.oh.us/dist6/whotocall.asp