



Delaware County Regional Planning Commission

109 North Sandusky Street
P.O. Box 8006, Delaware, Ohio 43015
740-833-2260 www.dcrpc.org
Scott B. Sanders, AICP Executive Director



Final Plat Media Requirements

Plat size is 22" x 34" – all pages prepared at a consistent size and scale, no blank strip;

Minimum text requirements:

Minimum text for most features – 0.14"

Township, Farm Lot, Range, etc. – 0.17"

Section, Phase – 0.30"

Main Subdivision Name – 0.50"

Table on the first page shall include the following table (or similar):

Total Acreage: ##.##

Acreage in ## Buildable Lots: ##.##

Acreage in Open Space Lots: ##.##

Acreage in ROW: ##.##

Signatures and other typical information must be on the first page.

Review/Approval/Recording Process (starting June 1, 2022)

Consultant/applicant must use the **Draft Final Plat** process to ensure agencies have reviewed the plat, resolving any checklist issues or other comments until the plat is "**approvable.**" Approvable means ALL review comments have been addressed.

Consultant/applicant may then secure signatures on the full-size mylar of the **Applicant(s)**, **Del-Co Water** (if applicable), **Health District** (if applicable), and **Township Zoning**.

Consultant/applicant submits **one (1) mylar and one (1) 11" x 17"** paper copy to the **DCRPC** office, along with application and fees **on or before the RPC monthly deadline**. All supplemental information, including but not limited to signed owner's agreements, bonds, fees, and drainage maintenance requirements are due to DCEO prior to submitting the plat.

DCRPC will circulate the plats for signature by the **Sanitary Engineer** and **County Engineer** by the signature deadline of the Monday ten (10) days prior to the RPC meeting. No changes to the plat are permitted. DCEO will schedule the plat on the **Board of County Commissioners'** agenda **before the RPC meeting**.

After **RPC** approval, the plats can be picked up at the RPC office and delivered to the **County Auditor** for processing by the **Auditor and Recorder**.

RPC will make any required copies after RPC signature.