



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

*Required Copies for Subdivision Review by  
Regional Planning Commission.  
Consult other agencies for print requirements.  
**Amended 10/13/23***

**PRELIMINARY PLAN**

Items	At Deadline	Revisions after TRC
Application Form/Fees	1	
Full size paper copy (FOLDED) Including Composite Utility and Grading information	<b>4</b>	1
11 x 17 copy	1	<b>3*</b>
Any other items required as part of Preliminary Engineering, submitted digitally to those departments	1	1
Electronic format, GIS-compatible and PDF, via e-mail, internet-accessible or returnable media preferred	1	1
<i>*Applicant must distribute revisions to the applicable township.</i>		

**FINAL PLAT**

<i>A draft version of the Plat must be reviewed by RPC staff prior to circulation for signatures.</i>	
Items	Quantity
Application Form/Fees*	1
<b>22" x 34" Mylar</b>	<b>1</b>
11" x 17" paper copy	1
(Platted Easement Vacations, Plat Vacations, and Platted Lot Combinations may be provided on <b>11" x 17" Mylar</b> )	1
Electronic format, internet-accessible or returnable media preferred	1
<i>* DCRPC collects Commissioner fee of \$3 per buildable lot.</i>	
<i>Plats must be signed by the Township, Del-Co (if applicable) and Health (if applicable) and noted as "approvable" by 5:00 on the day of the deadline.</i>	
<i>Sanitary Engineer and County Engineer will sign the plat in accordance with the Subdivision Regulations Sec. 205.01(c).</i>	

**PROCESS FOR APPROVAL**

<p><i>DCEO will coordinate with the <b>Commissioners</b> for placement on their agenda prior to RPC meeting;</i></p> <p><i><b>Applicant</b> shall pick up signed plat from <b>DCRPC</b>, then process plats through the <b>Auditor</b> and <b>Recorder</b>;</i></p>
<p><i>Plats shall be 4 mil. double-matte mylar with black ink. Confirm other fees with Auditor and Recorder.</i></p>