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| Newlogo | **Adjacent Property Transfer** Delaware County, Ohio (for unincorporated areas only) | RPC Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(RPC Staff will assign)* |

|  |  |  |
| --- | --- | --- |
| **GRANTOR/**  **CONTACT** | Name | Phone |
| Address | E-mail |
| City, State, Zip | |
| Parcel Number from Auditor’s GIS website: | |

|  |  |
| --- | --- |
| **GRANTEE** | Name |
| Parcel Number from Auditor’s GIS website: |

|  |  |  |
| --- | --- | --- |
| **SURVEYOR** | Name | Phone |
| Address | E-mail |
| City, State, Zip | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **LOCATION** | Township | Farm Lot | | USML/VMS |
| Grantor’s Current Lot Acreage | | Acreage Conveyed | |
| Grantee’s Current Lot Acreage | | | |

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| **SUBMISSION**  **REQUIREMENTS** |  | **Original** survey of land to be transferred\* (max. 8.5" x 14") |
|  | **Original** legal description of land to be transferred |
|  | Deed to be filed describing the land, Grantor, and Grantee |
|  | Completed and Signed Application |
|  | Fee: $100 per legal description (Refer to Fee Schedule) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner (or agent for owner) and Date

***Please note:*** *Deeds for adjacent property transfers shall include the following covenant notation:   
“The herein described \_\_\_\_\_acres shall not constitute an independent building site separate from the Grantee’s adjacent parcel unless subsequently approved as such in accordance with applicable subdivision regulations.”*

**\*(Please submit original (first generation) surveys and legal descriptions printed at original scale.)**

**FOR OFFICE USE ONLY**

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| --- | --- | --- |
| Date Received | Date Approved | Date Denied |
| Comments | | |

Delaware County Regional Planning Commission, 1610 State Route 521, P.O. Box 8006

Delaware, OH 43015 (740) 833-2260