

Application Number \_\_\_\_\_

Fee Collected \_\_\_\_\_

**FINAL SUBDIVISION PLAT APPLICATION  
HANCOCK REGIONAL PLANNING COMMISSION  
HANCOCK COUNTY, OH**  
(for unincorporated areas only)

Note: All required items below shall be answered completely in order for your request to be processed.

**PROJECT NAME:** \_\_\_\_\_

**NAME & ADDRESS OF CURRENT PROPERTY OWNER**

Name(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

**NAME & ADDRESS OF CONTACT PERSON (if different from above)**

Name(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

**LOCATION:**

Township: \_\_\_\_\_ Section \_\_\_\_\_

And described as:

N S E W side of \_\_\_\_\_ Road/street, about \_\_\_\_\_ feet

N S E W of \_\_\_\_\_ Road/street

Total Number of Lots \_\_\_\_\_ Number of Building Lots \_\_\_\_\_ Total Acres \_\_\_\_\_

**This Application along with the appropriate fee and five (5) full size copies of the Final Plat and one (1) 11 x 17 copy showing the items listed below shall be submitted 10 days prior to the monthly meeting of the Subdivision Review Committee in order to be placed on that month's HRPC agenda. Applications are due by 12:00 noon. (The Committee meets the second Tuesday of each month)**

\_\_\_\_\_  
**Signature of owner/authorized agent**

\_\_\_\_\_  
**Date**

FOR OFFICE USE ONLY

Final Plat Contents:

\_\_\_ Subdivision Name

\_\_\_ Legal Description

\_\_\_ Names and Addresses of Subdivider, Owner, and Planner, Designer, Engineer or Surveyor

\_\_\_ North Arrow and Date

- \_\_\_ Minimum Plat Scale (1" = 200')
- \_\_\_ Plat Boundaries
- \_\_\_ Bearings and Distances to Nearest Established Street or Other Recognized Permanent Monument
- \_\_\_ Exact Location, Right of Way and Names of all Streets within and Adjoining the Plat and Building Setback Lines
- \_\_\_ Radii, Internal Angles, Points of Curvature, etc. of All Applicable Streets within the Plat
- \_\_\_ All Easements and Rights of Way provided for Public Services or Utilities
- \_\_\_ All Lot Numbers and Lines with Accurate Dimensions
- \_\_\_ Accurate Location and Description of Monuments and Pins
- \_\_\_ Accurate Outlines of Any Area to be Reserved for the Common Use of All Property Owners
- \_\_\_ Copy of Any Restrictions or Covenants

Acknowledgements

- \_\_\_ Date the Preliminary Plat was Approved by HRPC
- \_\_\_ Any Itemized Written Response to Comment from the Preliminary Plat Meeting
- \_\_\_ Completed and Signed Application