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