PRELIMINARY 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

PROPOSAL:
Is: Residential, Commercial, Industrial (please circle one)
Buildable lots in this application? ______ Non-buildable ______ Total Acreage ______
Water lines? ______ Private Wells? ______ Public Sanitary Sewer? ______
Current Land Use: __________________ Current Zoning: __________________

This Application along with the appropriate fee and ten (10) full size copies of the Preliminary 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. (The Committee meets the second Tuesday of each month) Applications are due by 12:00 noon. Approval of a Preliminary Plat is effective for a period of 12 months.

____________________________________________ _________________________
Signature of owner/authorized agent Date
Identification and Description:

___ Subdivision Name
___ Legal Description
___ Names and Addresses of Subdivider, Owner, and Planner, Designer, Engineer or Surveyor
___ North Arrow and Date
___ Minimum Plat Scale (1” = 100’)

Existing Conditions:

___ Vicinity Map (1” = 1000’ minimum)
___ Boundary Line of Subdivision with Dimensions
___ Names of all Adjoining Subdivisions, Owners of Adjoining Parcels and Location of Their Boundary Lines
___ Any Existing Easements on Proposed Plat and Adjoining Property as well as any Existing or Prior Platted Streets
___ Location of Any Existing Sewers, Water Mains, Storm Drains and other Underground Utilities Within and Adjacent to Proposed Plat
___ Existing Topography (2 foot intervals NGS Datum)

Proposed Conditions

___ Layout of Streets (Names, Right of Way Widths, Connections with Adjoining Platted Streets)
___ Layout, Numbers and Dimensions of Lots
___ Indication of Ownership and Proposed Use of any Parcel Identified as “Excepted”
___ Indication of Proposed Systems for Water Supply, Sewage Disposal and Storm Drainage
___ Phasing
___ Statement of Proposed Use of Lots
___ Location and Dimensions of any Existing Buildings
___ Proposed Covenants and Restrictions
___ For Commercial or Industrial Development, the Location, Dimensions, and Approximate Grade of Parking and Loading Areas, Walks, Streets, Etc.