



RPC Number _____
RPC staff will assign #

Adjacent Property Transfer Application

Delaware County, Ohio

(for unincorporated areas only)

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

NAME & ADDRESS OF CURRENT PROPERTY OWNER (GRANTOR)
 Name(s): _____ Phone: _____
 Address: _____ Fax: _____
 City: _____ State: _____ Zip: _____

NAME OF GRANTEE
 Name(s): _____

NAME & ADDRESS OF CONTACT PERSON, OR SURVEYOR
 Name(s): _____ Phone: _____
 Address: _____ Fax: _____
 City: _____ State: _____ Zip: _____

LOCATION:

Township: _____ Farm Lot _____ Section _____ Township _____ Range _____
VMS _____ or USML _____

And described as:

Grantor's Current Lot Size: _____ Acres, Acreage Conveyed _____ Acres
 Grantee's Current Lot Size: _____ Acres

PROVIDE THE FOLLOWING MATERIALS:

1. _____ Survey of land to be transferred (min. 8.5" x 11")
2. _____ Legal description of land to be transferred
3. _____ Deed to be filed describing the land, Grantor and Grantee
4. _____ Completed and Signed Application
5. _____ Required Fee (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."

FOR OFFICE USE ONLY

Date Received: _____ Date Approved: _____ Date Denied: _____
 Comments: _____

Delaware County Regional Planning Commission, 109 N. Sandusky Street, Delaware, OH 43015
 Phone (740) 833-2260 or Fax (740) 833-2259