



**Adjacent Property Transfer Application**  
**Delaware County, Ohio**  
 (for unincorporated areas only)

RPC Number \_\_\_\_\_  
 (RPC Staff will assign)

<b>PROPERTY OWNER (GRANTOR)</b>	Name	Phone
	Address	E-mail
	City, State, Zip	
	Parcel Number from Auditor's GIS website:	

<b>GRANTEE</b>	Name
	Parcel Number from Auditor's GIS website:

<b>CONTACT/ SURVEYOR</b>	Name	Phone
	Address	E-mail
	City, State, Zip	

<b>LOCATION</b>	Township	Farm Lot	USML/VMS
	Grantor's Current Lot Acreage	Acreage Conveyed	
	Grantee's Current Lot Acreage		

<b>SUBMISSION REQUIREMENTS</b>	<b>Original</b> survey of land to be transferred (max. 8.5" x 14")
	<b>Original</b> 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**

Date Received	Date Approved	Date Denied
Comments		