



Delaware County Engineer

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County Engineer

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To All Surveyors:

Please distribute this letter throughout your organization. Due to an increasing number of non-complying plats, I am obliged to remind all surveyors who prepare such plats, of Section 10, E, 4 of the Delaware County Transfer Standards. Said requirements are listed below for your convenience. The entire document may be downloaded from the following website: http://www.dalisproject.org/file_download/tsandamend.zip.

Delaware County Transfer Standards

Section 10: Requirements Of Conveyance By The County Engineer.

Part E: Requirements For Plats Of Surveys.

Item 4: *Plats which are attached to the instrument of conveyance shall be prepared in a format that meets the requirements of the Delaware County Recorder. For the recorded instrument the County Recorder has established an 8-1/2" x 14" size plats as preferred. The minimum letter size shall be 2/32" (3/32" preferred) for the recorded document.*

I understand that not all plats can reasonably be produced on legal size paper. If it is the belief of the surveyor that it is necessary to increase the size of the plat in order to clearly communicate all information then a request may be made for a variance of the standards. Any deviation from these standards without prior permission will result in rejection of the plat and description.

In addition and for your protection, revisions to plats should be clearly denoted by the surveyor with revision dates. In order to alleviate suspicions and retain the validity of the plat, handwritten revisions should be avoided.

I thank you in advance for your understanding and cooperation.

Thank You,
Jewell Layten

A handwritten signature in black ink, appearing to read "Jewell Layten". The signature is fluid and cursive, with a large initial "J" and "L".

Supervisor
Delaware County
Map Department