Buying Land & Building a Home

in Delaware County, Ohio



Questions to ask and who to contact when buying or building your home.

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This publication is a cooperative development of the following:



Delaware County Commissioners Barb Lewis Gary Merrell



Delaware County Engineer

Delaware Soil & Water Conservation District





Delaware County Regional Planning Commission

Delaware General Health District





Del-Co Water Company

Delaware County Code Compliance

Delaware County Sanitary Engineer

PURPOSE OF BOOKLET

To assist prospective homebuyers and homebuilders in Delaware County by providing a list of procedures to follow and items to consider when evaluating a lot/building site or selecting land for development. This booklet is meant to serve as a general guide which should lead you to more specific information. It is not intended to serve as a complete list of all information that should be gathered, but should, nevertheless, provide a good start. Home buying and homebuilding should still be treated as *caveat emptor*, "let the buyer beware."

KEY TO AGENCIES/ORGANIZATIONS LISTED AS "CONTACTS"

Abbreviation	Agency
DCCC	Delaware County Code Compliance
SWCD	Delaware Soil & Water Conservation District
Н	Delaware General Health District
DelCo	Del-Co Water Company
M	Municipalities
ZI	Zoning Inspector
SE	Delaware County Sanitary Engineer
TT	Township Trustees
CE	Delaware County Engineer
CR	Delaware County Recorder
Atty	Private Attorney
AUD	Delaware County Auditor
DCRPC	Delaware County Regional Planning Commission
FEMA	Federal Emergency Management Agency
ACOE	Army Corps of Engineers
PU	Public Utilities
OUPS	Ohio Utilities Protection Service



Planning to Buy or Build?

FOLLOW THESE STEPS TO SUCCESS

- 1. Weigh the advantages and disadvantages of your potential site and how they will affect your quality of life.
- Contact the Delaware Soil & Water Conservation District for a custom soils and drainage features map and related information, (740) 368-1921.
- 3. Contact the Delaware General Health District, (740) 368-1700, about water supply and septic issues. Contact the Delaware County Sanitary Engineer, (740) 833-2240, about sanitary sewer issues.
- 4. Contact the Delaware County Regional Planning Commission, (740) 833-2260, or the appropriate municipal planning department, to discuss subdivision and development regulations related to your plans.
- Contact the appropriate township or municipal zoning inspector to be sure you are aware of any zoning and/or regulations that exist.
- 6. Carefully choose your building contractor as residential construction is regulated in Delaware County.

<u>SO</u>	SOIL	
	What soil types are found on the property?	SWCD
	What is the suitability of soils for building based on the potential for:	
	-Wetness	DCCC
	-Shrink & swell	DCCC
	-Ponding	SWCD
	-Soil slope	SWCD
	-Sand or gravel pockets	SWCD
	-Depth to bedrock	SWCD
	-Permeability	SWCD/H
	-Lake or stream level influence	SWCD
	-Flooding hazard	DCCC
	Does lot surface seem to be free of rock formations that would adversely affect excavation for basement and foundation walls at 6' below the surface?	SWCD
	Will backfilling with gravel around foundations be necessary to reduce shrink-swell hazard?	DCCC
	During excavation, will topsoil be stockpiled for future use for lawns and final grading?	SWCD
	Is the soil suitable for the establishment of a good lawn and productive garden?	SWCD
	Are approved and/or sufficient outlets available for footer drains (sump pump and/or gravity flow)?	DCCC
	Will surface or subsurface drainage be necessary to handle excess soil wetness?	SWCD
	If you are considering a pond, how might the soils mapped in the area affect pond site development?	SWCD
	Should you consider radon resistant construction for your home?	Н

WATER SUPPLY		Contact
	Is a safe and acceptable water supply obtainable on the lot?	H/DelCo
	Is water available from a public water system or Del-Co? If so, what is the cost of water?	M/DelCo
	Is water pressure and supply adequate for all normal uses? Are there any restrictions on the use of water for swimming pools, washing cars, sprinkling lawns, fire protection, etc.?	M/DelCo
	Are there local zoning ordinances for installation of ponds?	ZI
	If there is no public water system or Del-Co service, is a well drilling permit required before building?	Н
	Do neighbors' wells in the immediate vicinity provide an adequate, safe supply of water?	Н
	Will a water softener, iron filter, or other equipment be needed to condition well water prior to its use?	Н
	Should a cistern be considered if the lot is located in a low ground water resource producing area?	Н
	What are the requirements for connecting to a public water system?	M/DelCo
	Can I have a well and still connect to a public water system?	M/DelCo/H

HOUSEHOLD SEWAGE TREATMENT SYSTEM		Contact
	Are sanitary sewers in place? If not, are they planned for future installation?	SE
	Is the lot located out of any flood hazard area or floodplain?	DCCC/M
	Has the parcel/lot had a soil evaluation done by a soil scientist?	Н
	Is there enough suitable soils available for the primary and secondary on-site household sewage treatment systems for this parcel/lot?	Н
	Is the outlet ditch or tile for the property (or curtain drain) on the county drainage maintenance program? If so, what is the maintenance base?	SWCD
	Will the lot be large enough to isolate the water supply from the on-site sewage treatment system?	Н
	Is a detailed development plan available showing the location of the primary and secondary sewage treatment system? Is the building envelope shown?	Н
	Will any work, including installing the outlet, be within the road right-of-way? If so, written permission and/or permits will be required.	СЕ/Н



HOUSEHOLD SEWAGE TREATMENT SYSTEMS, cont. Contact ☐ Is the lot large enough to permit any detached H/DCCC/ZI garages, barns, sheds, in/above ground pools, decks, etc., that do not interfere with the location of the primary and secondary household sewage treatment system ☐ Have you had an on-site inspection from the Health Η Department? ☐ Are you considering a pond? How does this affect Н the area set aside for your on-site household sewage treatment system? ☐ Are you considering a geothermal system? If so, is Н there enough room and space, and an adequate supply of water? Remember to consider the room that the primary and secondary household sewage treatment systems will take. ☐ Is this a wooded lot? Trees will need to be clear-cut Η for the on-site household sewage treatment system



that will serve this parcel/lot.

Contact

REGULATIONS, LEGAL REQUIREMENTS,

LOCAL ASSESSMENTS Have you checked on existing zoning and building CE/DCCC/ regulations? ZΙ Do you need a Drainage Protection Review prior to DCCC/ applying for a building permit if your lot is > 5 acres? **SWCD** ☐ Have you obtained building permits, DESC permits CE/DCCC/ and zoning certificates? ZI Are there easements, deed restrictions or mineral CR/Atty rights involved? What easements do other parties hold on your CR/Atty property? Are there existing utilities which may have rights-of-way across the property, underground pipelines and transmission lines? ☐ Are there any regulations regarding easements along **SWCD** ditches and over tile for operation of drainage maintenance equipment? ☐ Have you checked specifications for any needed CE/TT driveway culverts? Have you called before you dig? Always be sure to **OUPS** determine the location of underground utilities before doing any digging by calling OUPS, 1-800-362-2764. If the property is in a recorded subdivision, are there CR/Atty restrictive covenants? Are the corners or boundaries of the lot marked with CR/ iron pins or concrete markers? Can you find each Surveyor reference point mentioned in the deed description? Does the lot have a clear title? Atty

REGULATIONS, LEGAL REQUIREMENTS, LOCAL ASSESSMENTS, cont.		Contact
	What is the tax structure for real estate? Millage? Property taxes? Any special assessments?	AUD
	Will you need to do any work in road rights-of-way, and, if so, will you need a permit to do so?	CE
	What is the city/village/school system income tax?	AUD
	Are there any sewer and/or water assessments?	AUD/ DelCo/SE
	Will there be a drainage maintenance assessment?	SWCD
	Can the lot be split/sub-divided?	DCRPC
	Who can prepare a deed?	Atty
	Is the lot of adequate size (area) and adequate dimensions (frontage, depth, etc.)?	ZI
	What zoning restrictions exist on the property? Are there limited uses of the property?	ZI
	Does the lot provide a building envelope of adequate size and location suited for your proposed dwelling?	ZI
	Does the zoning for the surrounding area provide for uses that may be considered a potential nuisance?	ZI
	Does the zoning for the surrounding area provide for uses that may be desired?	ZI
	Do I need a driveway permit?	CE/TT
	Where can I obtain an address for a buildable lot?	CE/M

 GULATIONS, LEGAL REQUIREMENTS, DCAL ASSESSMENTS, cont.	Contact
Will I need to do a ditch setback on the property?	CE/TT
Can I enclose the ditch along the road frontage?	CE/TT
Can I operate a home-based business from this location?	ZI
Is landscaping required? Will there be problems for landscaping (wetness, shallowness, drought)?	CE/SWCD/ ZI
Are any developments planned or proposed around this property?	DCRPC



COMMUNITY FEATURES		Contact
	What home utilities are available?Electric?, water?, gas?, sewage?, telephone?, garbage?	PU
	Are sidewalks, curbs, and streets installed, or will they be added in the future for which property owners may have assessments?	CE/ZI/TT
	Does the parcel have or abut a public or private road for access?	CR/Atty
	What is the distance from property location to place of employment?	
	Are schools within walking distance? Is school bus service provided for those beyond walking distance?	Schools
	Are churches, banks, recreation centers, libraries, swimming pools, etc. available in the community?	Chamber of Commerce
	In what school system is the property located?	DCRPC
	Are there any plans for improvements to the roads in the area?	CE/TT
	SLOW SCHOOL	

Contact

NATURAL FEATURES & DRAINAGE

CHARACTERISTICS Can acceptable natural features be preserved at a Self/SWCD reasonable cost? Are there any trees that could be saved for shade? Η Could there be problems from off-lot surface water? SWCD/H Is any part of the property in a floodplain? DCCC/ SWCD Have you checked on a flood insurance program? FEMA Is there a jurisdictional stream or wetland on your **ACOE** lot? Will you need a US Army Corps of Engineers Section 404 permit? ☐ Are there any ditches or watercourses on the property SWCD that are on Drainage Maintenance? How close can I build to and/or place obstructions in **SWCD** a ditch, watercourse, or other maintenance feature? What elevation will the house be constructed relative CE П to the road - higher or lower? ☐ What can be done about erosion and unstable banks SWCD along my stream? Is there an active drainage petition project in my **SWCD** area?

AGENCY DESCRIPTIONS

Delaware County Code Compliance (DCCC)

Through enforcement of construction standards, Delaware County Code Compliance is one of the homebuyer's and homebuilder's strongest allies. The department provides information & assistance regarding building regulations for both residential and commercial buildings, ensures compliance with floodplain regulations, and administers zoning regulations for three townships.

Delaware County Engineer (CE)

Responsible for all county duties authorized or declared by law to be done by a Civil Engineer or Surveyor including construction and maintenance of county roads, bridges, and culverts. Also is the engineer for all public improvements under the authority of the County Commissioners.

Delaware General Health District (H)

Information and assistance regarding sewage treatment systems and private drinking water systems.

Delaware County Regional Planning Commission (DCRPC)

Reviews subdivisions, no-plat, lot transfers, and rezonings; a source for geographical information mapping and analysis; and assists with comprehensive planning.

Delaware County Sanitary Engineer (SE)

Responsible for the collection and treatment of wastewater through centralized public sewers in unincorporated areas of Delaware County and some incorporated municipalities by agreement.

Delaware Soil & Water Conservation District (SWCD)

The SWCD is the local source for natural resources conservation. It is your source for soil maps, information on soil capabilities and limitations, pond site evaluations, erosion control measures, and drainage maintenance activities. It also is the administrator of the county Drainage Maintenance Program and reviews > 5 acre building lots and lot splits for existing surface and subsurface drainage systems.

Del-Co Water Company, Inc. (Del-Co)

Del-Co Water is a customer owned non-profit utility. Contact them for information on where public water is available, what the connection fees are, and the procedures necessary to connect.

COUNTY AGENCIES

AUDITOR

140 N. Sandusky Street Delaware, OH 43015 (740) 833-2900

www.co.delaware.oh.us/auditor

SANITARY ENGINEER 50 Channing Street

Delaware, OH 43015

(740) 833-2240

www.co.delaware.oh.us/sanitary

BOARD OF ELECTIONS

2079 US 23 North PO Box 8006 Delaware, OH 43015 (740) 833-2080

www.co.delaware.oh.us/boe

DELAWARE GENERAL HEALTH DISTRICT

1 & 3 W. Winter Street Delaware, OH 43015

(740) 368-1700

www.delawarehealth.org

CODE COMPLIANCE

50 Channing Street Delaware, OH 43015 (740) 833-2200

www.co.delaware.oh.us/codecomp

JOB & FAMILY SERVICES

140 N. Sandusky Street Delaware, OH 43015

(740) 833-2300

www.delawaredjfs.org

COMMISSIONERS

101 N. Sandusky Street Delaware, OH 43015 (740) 833-2100

www.co.delaware.oh.us/

commissioners

OSU EXTENSION

149 N. Sandusky Street Delaware, OH 43015

(740) 833-2030

delaware.osu.edu

EMERGENCY SERVICES

10 Court Street Delaware, OH 43015 (740) 833-2180

ENGINEER

50 Channing Street Delaware, OH 43015 (740) 833-2400 www.co.delaware.oh.us/engineer COMMON PLEAS COURTS

91 N. Sandusky Street Delaware, OH 43015 www co delaware oh us/court

RECORDER

140 N. Sandusky Street Delaware, OH 43015

(740) 833-2460

www.co.delaware.oh.us/recorder

COUNTY AGENCIES

REGIONAL PLANNING 109 N. Sandusky Street Delaware, OH 43015 (740) 833-2260 www.dcrpc.org

SHERIFF 149 N. Sandusky Street Delaware, OH 43015 (740) 833-2860 www.co.delaware.oh.us/sheriff

TITLE DIVISION

Main: 2079 US 23 North
Delaware, OH 43015
(740) 833-2490
South: 8647 Columbus Pike
Lewis Center, OH 43035
(614) 657-3945

www.co.delaware.oh.us/clerk

TRANSIT ASSOC. (DATA) 4987 County Home Road Delaware, OH 43015 (740) 363-3355 www.ridedata.com

TREASURER 140 N. Sandusky Street Delaware, OH 43015 (740) 833-2480 www.co.delaware.oh.us/treasurer

TWP. ZONING INSPECTORS

See the Delaware County Regional Planning Commission's Website for the most complete list of Zoning Inspectors.

SOIL & WATER CONSERVATION DISTRICT 557-A Sunbury Road Delaware, OH 43015 (740) 368-1921 www.delawareswcd.org

COUNTY MUNICIPALITIES

ASHLEY, VILLAGE OF 14 E. High Street Ashley, OH 43003 (740) 747-2889 OSTRANDER, VILLAGE OF PO Box 35, 19 S. Main Street (740) 666-3881 Ostrander, OH 43061

COLUMBUS, CITY OF 90 W. Broad Street Columbus, OH 43215 (614) 645-7380 POWELL, CITY OF 47 Hall Street Powell, OH 43065 (614) 885-5380

DELAWARE, CITY OF 1 S. Sandusky Street Delaware, OH 43015 (740) 363-1640 SHAWNEE HILLS, VILLAGE OF 9484 Dublin Rd. Shawnee Hills, OH 43065 (614) 889-2824

DUBLIN, CITY OF 5200 Emerald Parkway Dublin, OH 43017 (614) 410-4400 SUNBURY, VILLAGE OF 1 Town Square Sunbury, OH 43074 (740) 965-2684

GALENA, VILLAGE OF 9 W. Columbus Street Galena, OH 43021-0386 (740) 965-2484

WESTERVILLE, CITY OF 21 S. State Street Westerville, OH 43081 (614) 901-6400

SCHOOL DISTRICTS

BIG WALNUT LOCAL 70 N. Walnut Street Galena, OH 43021 (740) 965-3010 DELAWARE CITY 248 N. Washington Street Delaware, OH 43015 (740) 833-1100

BUCKEYE VALLEY LOCAL 679 Coover Road Delaware, OH 43015 (740) 369-8735 OLENTANGY LOCAL 814 Shanahan Road, Suite 100 Lewis Center, OH 43035 (740) 657-4000

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SCHOOL DISTRICTS

WESTERVILLE CITY 336 S. Otterbein Avenue Westerville, OH 43081 (614) 797-5700

DUBLIN CITY 7030 Coffman Road Dublin, OH 43017

(614) 764-5913

ELGIN LOCAL 4616 Larue Prospect Road W Marion, OH 43302 (740) 382-1101

NORTH UNION LOCAL 401 N. Franklin Street Richwood, OH 43344 (740) 943-2509 HIGHLAND LOCAL 6506 SR 314 Sparta, OH 43350 (419) 768-2206

CENTERBURG SCHOOLS 175 Union Street Centerburg, OH 43011 (740) 625-6346

DEL. AREA CAREER CENTER N 1610 SR 521 Delaware, OH 43015 (740) 363-1993

DEL. AREA CAREER CENTER S 4565 Columbus Pike Delaware, OH 43015 (740) 548-0708

OTHER INFORMATION

PUBLIC UTILITIES

*May not be a complete list

DEL-CO WATER 6658 Olentangy River Road Delaware, OH 43015 (740) 548-7746 www.delcowater.com

Electric

American Electric Power 1-800-277-2177

Consolidated Electric Cooperative (740) 363-2641

Dayton Power & Lighting Company 1-800-433-8500

Ohio Edison 1-800-633-4766 Ohio Power Hyatts Substation (740) 369-8366

Natural Gas

Columbia Gas of Ohio, Inc. 1-800-344-4077

Suburban Natural Gas (740) 548-2450

Telephone Verizon North 1-800-483-4600

Sprint/United 1-800-407-5411

Ameritech 1-800-660-1000

CHAMBERS OF COMMERCE

Delaware Area 32 S. Sandusky Street Delaware, OH 43015 (740) 369-6221

Powell Area 50 S. Liberty Street Powell, OH 43065 (614) 888-1090

Sunbury/Big Walnut Area 45 S. Columbus St. Sunbury, OH 43074 (740) 965-2860

Shawnee Hills Bob Grant, President (740) 881-4340

OTHER INFORMATION

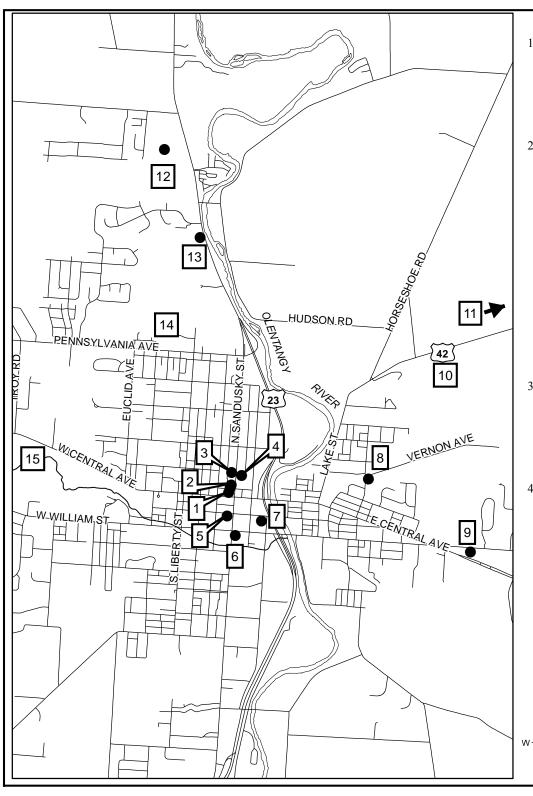
US Army Corps of Engineers Huntington District 502 Eighth St. Huntington, WV 25701 (304) 399-5353

Columbus Bar Association Lawyer Referral Service 175 S. Third St., #1100 Columbus, OH 43215-5134 (614) 221-4112

Federal Emergency Management Agency (FEMA) - Region V 536 South Clark St. Chicago, IL 60605 (312) 408-5500

NOTES

NOTES



Delaware County Court House
 91 N. Sandusky Street
 Court of Common Pleas
 Clerk of Courts
 Public Defender

2. Carneige Library Building
101 N. Sandusky Street
Commissioners' Offices
Economic Development
10 Court Street
911 Center
Data Center
Emergency Management Services
Human Resources

109 N. Sandusky Street Delaware County Regional Planning Commission

3. Wolfe Building
149 N. Sandusky Street
Veterans Services
OSU Extension
Sheriff Administration

4. Hayes Services Building
140 N. Sandusky Street
Auditor
Child Support Enforcement
GIS
Job & Family Services
Mail Room
Map Department
Prosecutor
Recorder
Treasurer
Victims' Services

- Delaware General Health District
 3 W. Winter Street
- Delaware City Hall
 S. Sandusky Street
- 7. Delaware County District Library 84 E. Winter Street
- 8. 50 Channing Street
 Delaware County Engineer
 Code Compliance
 Sanitary Engineer
- 9. Soil & Water Conservation District 557-A Sunbury Road
- Sheriff's Complex Enforcement Div.
 844 U.S. Rt. 42 North
 County Jail
- Dog Shelter
 4781 County Home Road
- 12. Willis Government Building
 2079 US 23 North
 Clerk of Courts Title Division
 Bureau of Motor Vehicles
 Board of Elections
 Records Center
- 13. County Service Center 1405 US 23 North
- 14. Delaware County Fairgrounds236 Pennsylvania Avenue
- 15. Grady Memorial Hospital 561 W. Central Avenue

