

*Clinton County Auditor*

**WANDA E. ARMSTRONG**

46 S. South Street  
Wilmington, Ohio 45177  
(513) 382-2250

REQUIREMENTS FOR RECORDED PLATS - VILLAGE OR CITY

1. To be reviewed and approved by Clinton County Engineer Tax Map Department prior to filing
2. 18" x 24" ink on linen or ink on mylar
3. Name of Plat
4. Total amount of acreage in Plat
5. When a Plat comes out of two or more Outlots or Inlots the original lot line shall be dotted in to show chain of title, and amount of acreage in each
6. All lots or parts of lots shall have adequate dimensions or description, tied into a lot or street intersection, or a recorded plat with a bearing on the lot line or street intersection
7. Dedication and consent of property owner
8. Every owner and lien holder of property within the plat shall sign
9. Notary Public acknowledgement of dedication and consent of owner
10. Restrictions if desired
11. Signature and seal of Surveyor
12. Approval of City Planning Commission
13. Approval of City Council (or Commission)
14. Signature, Book and Page of Clinton County Recorder
15. Survey Book and Page given to County Auditor in order for tax records to be updated

*Wanda E. Armstrong*  
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Wanda E. Armstrong  
Clinton County Auditor

*Jean Richardson*  
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Jean Richardson  
Clinton County Recorder