

PLAT CHECK LIST

PROJECT NAME: _____

DEVELOPER: _____

TAX MAP#: _____ DATE: _____

<u>DATE</u>	<u>INITIAL</u>	
_____	_____	Step 1. Vicinity Map
_____	_____	Step 2. North Arrow
		a) mag & year
		b) true
		c) grid
_____	_____	Step 3. Numerical Scale
_____	_____	Step 4. City, County, State
_____	_____	Step 5. Date of Survey
_____	_____	Step 6. Tax Book Information
_____	_____	Step 7. Graphic Scale
_____	_____	Step 8. Legal Description
		a) metes and bounds description (if required)
		b) subdivision
		c) taken from _____ (copied from another survey)
		d) as shown on _____ (another surveyed)
		e) acreage and/or square footage
		f) other _____
_____	_____	Step 9. Surveyed for:
		a) called to check spelling of name
_____	_____	Step 10. Certification
		a) closure _____
		b) flood hazard boundary area (is/is not)
		c) community panel # _____
		d) effective date
		e) location of residence/foundation/driveway
_____	_____	Step 11. Property Lines Defined
		a) correct bearings
		b) correct distances
		c) curve data
_____	_____	Step 12. Easements
		a) type of easement 1) _____ 2) _____ 3) _____
		b) width of easement 1) _____ 2) _____ 3) _____
_____	_____	Step 13. Encroachments
		a) Type: 1) _____ 2) _____ 3) _____
		b) Amount: 1) _____ 2) _____ 3) _____
_____	_____	Step 14. Property Corners
		a) what was set or found at corners (IPS/IPF)
_____	_____	Step 15. Adjacent Lot Owners
_____	_____	Step 16. Adjacent Lot Numbers
_____	_____	Step 17. Adjacent Street Names and Right-of-Way
_____	_____	Step 18. Setbacks: Front _____ Side _____ Rear _____
_____	_____	Step 19. Plat Book/Deed Book References
_____	_____	Step 20. Developer Name & Address (if a Subdivision)
_____	_____	Step 21. Acreage and/or Square Footage (Individual lots & Total site)
_____	_____	Step 22. Signature/Seal of Surveyor
_____	_____	Step 23. Distance to nearest intersection
_____	_____	Step 24. Legend (optional)
_____	_____	Step 25. Dimension from P/L to Building
_____	_____	Step 26. Private Road Statement (if needed)
_____	_____	Step 27. Other _____