

PLAT REVIEW CHECKLIST

Title: _____ **File #:** _____

Surveyor Name: _____ **Phone No:** _____

Property Description: _____ **Watershed:** _____

Beginning No. of Lots _____ **Ending No. of Lots** _____ **Total Acreage:** _____

Name of Plat Review Officer: _____

Exemption Code: _____ **(Identify which # the exemption refers to in § 160D-802 OR boundary survey)**

The following checklist conforms to NCGS § 47-30 and is for plat review only.

- _____ Plat is on a reproducible mylar (if given physical plat)
- _____ Paper copy of plat
- _____ Contains original signature and surveyor's seal
- _____ Adequate size (18"x24"; 21"x30"; 24" x36")
- _____ Adequate margins (1 1/2" on left, 1/2" on all other sides)
- _____ Title Block
 - _____ Title Description
 - _____ Name of Owner
 - _____ Location (township, county, state)
 - _____ Date
 - _____ Scale or ratio (graphic AND written)
 - _____ Name or address of surveyor
 - _____ Origin of information (deed and plat reference) (Supposed to be in surveyors certificate)
- _____ Existence of control corners
- _____ Course and distance notations of every property line (and curve data)
- _____ Surveyor's certificate
 - _____ Under whose supervision the plat was made
 - _____ Ratio of precision
 - _____ Statutory classification of plat (G.S. 47-30(f)(11))
 - _____ All pages signed and sealed
- _____ Vicinity map
- _____ North arrow location and reference
- _____ Names and/or references of adjacent owners/properties
- _____ Rights of way, watercourses, utilities, driveway easements, roadways (public& private), marked/noted

Additional Notes or Comments: _____