

Anne Arundel County

Department of Inspections and Permits
Heritage Complex, 2664 Riva, Annapolis, MD 21401

July 1, 2016

EASEMENT PLAT CHECKLIST

GENERAL INFORMATION:

Project Name: _____

Address: _____

Subdivision No. : _____ Project No.: _____

Permit No.: _____

CONSULTANT'S CERTIFICATION:

I hereby certify, with my signature and seal, that I have personally reviewed the materials submitted with this checklist and to the best of my ability have insured that the submittal is complete and accurate.

Signature: _____ Seal & Date: _____

The consultant must place a designation in the column below as follows:

1. **Y** which means that the item in question is required and has been adequately provided on the plat, or
2. **N/A** which means the item in question is not required and has not been provided on the plat.

The reviewer must place a designation in the column below as follows:

1. **Y** which means that the item in question is required and has been adequately provided on the plat,
2. **N** which means the item in question is required but has not been adequately provided on the plat, or
3. **N/A** which means the item in question is not required and has not been provided on the plat.

<i>EASEMENT PLAT CHECKLIST</i>		
<i>Consultant</i>	<i>Reviewer</i>	<i>Item Description</i>
		<i>A. 8.5"x11" paper Exhibits provided (mylars are not required)</i>
		<i>B. Complete County portion of Title Block</i>
		1) <i>Anne Arundel County Department of Inspections & Permits title block</i>
		2) <i>Scale</i>
		3) <i>Date</i>
		4) <i>Engineer Manager -Signature and Date Block</i>
		<i>C. Complete Easement Title Block</i>
		1) <i>Name of Project</i>
		2) <i>Type of Easement (ROW, Storm Drain, other)</i>
		3) <i>Project Address</i>
		4) <i>County, State & Zip Code</i>
		5) <i>Assessment District</i>
		<i>D. Complete Easement Plat</i>
		1) <i>Seal, Signature and Date of Professional Land Surveyor or Property Line Surveyor</i>
		2) <i>Graphic Scale</i>
		3) <i>Easement Location Map (if necessary to provide location)</i>
		4) <i>North Arrow with appropriate NAD North labeled</i>
		5) <i>Grid Tics (minimum of three required)</i>

