



PROJECT NUMBER: \_\_\_\_\_

## Checklist for Survey Plat Reviews

### PROJECT INFORMATION

Development/ Plat Name: \_\_\_\_\_ Type of Plat: \_\_\_\_\_

Surveyor : \_\_\_\_\_ Email: \_\_\_\_\_

**Check (✓) if information is provided in the plan submittal package or indicate N/A if item is not applicable. Provide notes of explanation where necessary. Plan submittals not completed per these instructions may be rejected.**

(✓) (N/A)

### GENERAL INFORMATION

- 1) The minimum plat size is 18"x24", the maximum size is 24" x 36"
- 2) The plat must be signed and sealed by a registered professional surveyor (registered in MD)

(✓) (N/A)

### TITLE

- 3) Type of Plat (Minor subdivision, Major Subdivision, Re-subdivision, Easement Plat)
- 4) Name of Project (Changes may requested according to Land Record standards)
- 5) Name of Consultant/ Surveyor and contact information
- 6) Tax Map Number, Parcel Number & Lot, Block, Subdivision, if applicable.
- 7) Name of Owner and Developer, if applicable
- 8) City Property Map Number (From the City DID office)
- 9) County (Wicomico) State (Maryland)
- 10) Election District
- 11) Scale (1"=?)
- 12) Submittal Dates and Revision Dates
- 13) Vicinity Map
- 14) Index of sheets/pages (including forest conservation sheets, if applicable)
- 15) North arrow (Maryland State Grid North 1983 NAD)

(✓) (N/A)

### PLAT

- 16) Graphics Scale
- 17) MD Grid Coordinates for all property corners. (Label at point or in table)
- 18) Existing and Proposed Lot Numbers (or existing parcel numbers)
- 19) Lot sizes (SF and Acres)
- 20) City Corporate Limits (show and label, if within plat area)
- 21) EASEMENTS: A fee simple deed for the right of way dedications and a deed of easement for the City of Salisbury Utility Easements shown on this plat must be submitted to the City DID and the City Solicitor; S. Mark Tilghman, mark-sbtlaw@comcast.net, for review and processing. A 10-foot City of Salisbury utility easement, deeded to the City, must be shown on the plat as "City of Salisbury Utility Easement" abutting to the street right-of-way. The City of Salisbury Utility Easements shall be reserved for future use by the City at no cost to the City for City utility installation, sidewalks, drainage or other such public use, which may be determined by the Director of DID. All such

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easement areas shall be clearly shown with accompanying explanatory notes on the plat and maintained by individual lot owners or the owner's association.

- 22) Show all existing and proposed public & private easements
- 23) Floodzone classification & floodplain/floodway boundaries
- 24) Burial sites
- 25) Streams/water courses
- 26) Deed & plat references
- 27) Zoning classification
- 28) Show the following for all streets:
  - (a) Width of right-of-way
  - (b) Width of roadway (curb to curb)
  - (c) Distance between R/W and roadway
  - (d) Street Name (Public or Private)
  - (e) Areas dedicated to the City for street purposes (if applicable)
- 29) Property survey
  - (a) Show monuments (existing & proposed)
  - (b) Bearings, length of property lines
  - (c) Curves, angles, tangents, chords, chord bearings
  - (d) Note on the plat, any lines added or removed by this plat

## STANDARD NOTES

- *Water and sewer capacity exists and will be reserved for this subdivision; subject to Municipal, State and Federal laws and regulations.*
- *Private irrigation lines shall not be installed in City right-of-ways or easements without written approval of Salisbury Department of Infrastructure & Development.*
- *Owner/Developer, and subsequent Owners, their successors and assigns, shall not modify the individual lot grading plans and/or the Improvements Construction Plan, as approved by the Salisbury Department of Infrastructure & Development, with construction, grading, or landscaping.*
- *No construction of any structural improvements, plant trees, shrubs or place any landscaping other than grass in or on the easement area, including in the air rights over the easement hereby conveyed permitted, without the prior written consent of the City of Salisbury.*
- *All non-City utilities, such as but not limited to, electric, telephone, gas and C.A.T.V. shall be installed outside the City of Salisbury Utility Easement unless written consent is obtained from the City of Salisbury*
- *City Code Section 13.28.060 Item B.6: If a stormwater management plan involves direction of some or all runoff off the site, it is the responsibility of the developer to obtain from adjacent property owners any easements or other necessary property interests concerning flowage of water. Approval of a stormwater management plan does not create or affect any right to direct runoff onto adjacent property without that property owner's permission.*

## APPROVAL & CERTIFICATION BLOCKS

### APPROVAL BLOCKS

- *Wicomico County Health Department*
- *Department of Infrastructure & Development*
- *Planning Commission (if required)*
- *Critical Areas (if applicable)*

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### CERTIFICATION BLOCKS

- *Owner (Show contact information in notes)*
- *Surveyor*

*“Professional Certification. I/We hereby certify that the requirements of “Real Property, Section 3-108 of the Annotated Code of Maryland”, latest edition, as far as it concerns the making of this plat and the setting of the monuments have been complied with to the best of my knowledge. License No. \_\_\_\_\_, Expiration Date: \_\_\_\_\_.”*

- *Wicomico County Forest Conservation Exemption or Plan Number (Contact Wicomico Planning & Zoning at (410) 548-4860), If required, the Forest Conservation plat should be recorded as part of the associated plat.*

### NOTES OF EXPLANATION