

For the Surveyor:

Please follow the requirements for Final Plat Approval as outlined in the Morristown Subdivision Regulations. The Regulations are available online at www.mymorristown.com/plan_subdiv_ord.pdf. The following checklist is provided for your convenience and may not indicate all items required to approve the Final Plat:

- _____ Completed application
- _____ Prepared on 18" X 24" size paper (Min. 1" = 100'-0" scale); _____ Multiple sheets with match lines/page numbers
- _____ Graphic scale, north arrow & location map
- _____ Date of preparation
- _____ Subdivision name
- _____ Total acreage of tract or parcel(s) being subdivided
- _____ Property owner's name, address and telephone number (sub-divider)
- _____ Surveyor name and contact information
- _____ Surveyor seal with date, signature & state license number
- _____ Street names and right of way widths
- _____ Additional right of way donated (check existing road classification right of way requirements)
- _____ Tax map, group and parcel number(s)
- _____ Adjoining property owners names, map, group and parcel numbers or deed book reference
- _____ Property boundaries, meets and bounds, corner pins, arc lengths, radii, etc.
- _____ Existing access easements (if any)
- _____ New and/or revised lot numbers; lot square footage
- _____ Zoning classification noted; Minimum lot size for zoning (for new lots)
- _____ Note: "Surveyor has determined the property does not lie within a flood hazard area" (or 100 year flood elevation and floodway boundary is shown)
- _____ Note: "There is a 10'-0" drainage and utility easement along the interior of all lot lines"
- _____ Building setbacks; setback lines noted (front, side, rear)
- _____ Existing structures located
- _____ Certification blocks (Accuracy, Ownership, Recording, Engineering, Power, Water & Sewer Systems, Public Ways)
- _____ Surveyor has signed the "Accuracy" certification block
- _____ Closure error of 1/10,000 or better
- _____ Existing and proposed street addresses
- _____ Ground distance tie/ SCM station number of any reference monument (within 2000')
- _____ Existing utilities/sewer laterals. Estimate to install new lateral(s): _____
- _____ Existing utility easements (widths and purpose)
- _____ Sanitary sewer easement notes to be included as applicable:
 1. There is a 20' permanent sanitary sewer easement located 10' each side of sanitary sewer line unless otherwise noted. There is also a secondary easement, temporary in nature, for the sole purpose of maintaining, repairing or replacing the sanitary sewer, when reasonable and necessary to do so.
 2. The City of Morristown shall, when reasonable and necessary for the purpose of inspecting, constructing, replacing and repairing sewer, have the right to go upon lands occupied by the sanitary sewer.
 3. The erection of a shed, building, structure or other obstruction by the property/lot owner or lessee, or the planting of trees by the property/lot owner or lessee within the sewer line easement will not be permitted.
 4. The planting of trees or erection of a structure adjacent to the sanitary sewer shall not be in such a manner which would cause damage to the sanitary sewer, or damage to a structure during repair of the sanitary sewer.
 5. Utility lines, including but not limited to, electric, gas, telephone, cable or water, shall not be constructed within the permanent sanitary sewer easement without prior written approval by the city.
- _____ Fees submitted (recording, sewer installation, monuments, etc.)