

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 1/7500 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.)