

Bryan County Board of Commissioners

Community Development Department



PLAT REQUIREMENT CHECKLIST

All plats shall conform to the amended Code Section 15-6-67 of the Official Code of Georgia and include the applicable items listed in Sections 1-4 below.

SECTION 1: THE FOLLOWING INFORMATION SHALL BE SHOWN ON ALL MINOR PLATS, SKETCH PLATS, AND FINAL PLATS:

- Vicinity map showing location of project.
- Name of owner of record.
- Name of subdivision and Phase, if applicable. For subdivisions with 30 lots or more, a subdivision name must be provided.
- Date.
- North arrow showing grid, true or magnetic (reference will not be accepted by itself).
- Name, signature, registration number, and seal of registered surveyor and date of preparation.
- Name of county and general militia district in which subdivision or lot is located.
- Scale, along with graphic scale, to meet requirements of Georgia Plat Act.
- Sufficient data to reproduce accurately on the ground the location, bearing, and length of every road and alley line, lot line, easement, boundary line, and building line whether curved or straight. This shall include the radius, point of tangency, and other data for curved property lines and curved road, to an appropriate accuracy and in conformance with good surveying practices.
- Names of owners of record of all adjoining land and all property boundaries, water courses, roads, easements, utilities, and other such improvements, which cross or form, any boundary line of the tract being subdivided.
- If applicable, exact boundaries and original property lines within the tract of land being subdivided shown with bearings and distances.
- Roads and alleys, right-of-way width, and road names.
- Error of Closure.
- Lot lines.
- All dimensions shall be to the nearest one-one hundredth (1/100) of a foot at angles to the nearest second.
- Accurate description of the location of all the monuments and markers.
- Utility easements and widths. Location, dimensions, and purpose of any easements. (Water, gas, sanitary sewer, storm drainage, electrical lines, telephone lines, cable TV).
- Location of all buffers, if applicable.
- Letter or number to identify each lot or site.
- Show all watercourses, wetlands, and flood zones, if any.
- All plats shall show the expected limits of the one-hundred-year flood zone where appropriate.
- Current zoning, setbacks, minimum lot frontage and lot size requirements for applicable zone.
- Area of each divided/subdivided tract indicated next to the minimum size requirements (acre/square foot) of the Bryan County Unified Development Ordinance for the Zoning District in which the tract is situated.
- Proposed finish floor elevations, if situated in an Unnumbered A Zone.

- Location of existing adjoining property lines.
- Total acreage of tract or tracts being surveyed.
- Survey's certificate in compliance with the Georgia Plat Act.

SECTION 2: IN ADDITION TO THE REQUIREMENTS IN SECTION 1, ALL SKETCH PLATS SHALL INCLUDE:

- Location of entrance sign. For subdivisions with 30 lots or more, an entrance sign is required.
- Common area, open space, and amenity areas. Such areas must be shown as separate lots, labeled, and include total acreage dedicated for these uses. For open space and recreational areas, plat must include calculation(s) showing minimum required open space (Section 114-642) and recreational areas (Section 114-645). For passive and active recreational areas, indicate the type of facilities/equipment to be provided.
- Location of heritage and historic trees identified in the tree survey.
- Parks, school sites, or other public open spaces, if any.

SECTION 3: IN ADDITION TO THE REQUIREMENTS IN SECTION 1, ALL FINAL PLATS SHALL INCLUDE:

- 911 address assigned by GIS/911 Administrator.
- All Sidewalks or Pedestrian Ways should be shown on the plat or designated in a note that should read as follows: **Sidewalks should be constructed prior to Certificate of Occupancy on the following lots: (give lot numbers).**
 - Location of all retention & detention basins for storm water control, if any.
 - Location of common area, open space, and amenity areas.
 - Permanent reference points. Prior to the approval of the final plat, all of the subdivisions permanent reference points shall have been placed in accordance with the following requirements:
 - Subdivision corner tie. At least one corner of the subdivision shall be designated by course and distance (tie) from a readily discernible reference marker. If a corner is within 300 feet of a U.S. Coast and Geodetic Station, U.S. Geological Survey, or Georgia Grid System coordinate monument, then this corner shall be marked with a monument so designated by computed X and Y coordinate which shall appear on the map with a statement identifying this station or monument to an accuracy of 1:10,000. When such a monument or station is not available, the tie shall be made to some permanent and readily recognizable land mark or identifiable point, physical object or structure.
 - Monuments. Monuments shall be located in the ground at all angles in the boundaries of the subdivision; at the intersection lines of roads and at the intersection of lines of roads with boundaries of the plat and at the intersections of alleys with the boundaries of the subdivision; all points of curvature, point of tangency, points of reverse curvature and angle points in the side lines of roads and alleys; and all angles of an intermediate traverse line.
 - It is not intended or required that monuments be placed within the traveled portion of a road to mark angles in the boundary of the subdivision if the angle points can be readily reestablished by reference to monuments along the sidelines of the road.
 - All required monuments shall be placed flush with the ground where practicable.
 - If the required location of [a] monument is in an inaccessible place, or where the location of a monument would clearly be impracticable, it is sufficient to place a reference monument nearby and the precise location thereof be clearly indicated on the plat and referenced to the true point.

- All monuments used shall be made of solid iron or steel bars at least one-half inch in diameter and 36 inches long and completely encased in concrete at least four inches square.
- If a point required to be monumented is on a bedrock outcropping, a steel rod, at least one-half inch in diameter shall be drilled and grouted into solid rock to a depth of at least eight inches.

Property markers. A one-half inch rebar or a steel or wrought iron pipe not less than three-fourths inch in diameter and at least 30 inches in length shall be set at all corners, except those located by monuments.

SECTION 4: WHEN APPLICABLE, THE FOLLOWING CERTIFICATIONS AND NOTICES SHALL BE INCLUDED ON ALL MINOR AND FINAL PLATS USING 12-POINT FONT OR LARGER:

Certificate of Approval for Recording of Major Subdivisions:

I hereby certify that the subdivision plat shown hereon has been found to comply with the Bryan County Unified Development Ordinance regulations pertaining to Major Subdivisions, and that this plat has been approved for recording.

Engineering Director

Date of Approval

Health Department

Date of Approval

911 Address Director

Date of Approval

Approved by the Community Development Director this day of

Community Development Director

Certificate of Approval for Recording of Minor Plats:

I hereby certify that the plat shown hereon has been found to comply with the Bryan County Unified Development Ordinance regulations pertaining to Minor Plats, and that this plat has been approved for recording.

Community Development Director

Date of Approval

Certificate of Dedication for Public Roads:

The undersigned fee simple owner of all the real estate depicted on this plat, and identified as owned by the undersigned, does hereby dedicate and transfer to the Bryan County Board of Commissioners all streets, street rights-of-way and necessarily attendant drainage facilities and easements for the streets, all as shown on this plat.

Owner

Date

Certificate of Dedication for Easements and Public Utilities:

The undersigned fee simple owner of all the real estate depicted on this plat, and identified as owned by the undersigned, does hereby dedicate to Bryan County Board of Commissioners the exclusive Public Utility Easements and Public Drainage Easements as identified and noted on this plat, along with all water and sewer lines and drainage facilities located within such easements. All such easements shall be at the dimensions identified on the plat.

Owner

Date

Notice of Private Roads and Drainage Systems:

County will not maintain, repair or replace any Private Roads and Drainage Systems. The responsibility for such maintenance, repair or replacement is addressed in a Maintenance Agreement between the Developer of the Subdivision and the purchasers of Lots within the Subdivision. Any purchasers of Lots within this Subdivision are urged to carefully review such Maintenance Agreement to determine the party or parties responsible for the maintenance of the Private Roads and Drainage Systems and the source of the funds to provide such maintenance.

Notice of Private Systems:

This Subdivision is served by a Private Water System and/or a Private Sewerage System. County will not maintain, repair or replace any Private Water System or Private Sewerage System. The responsibility for such maintenance, repair or replacement is addressed in a Trust Indenture between the Developer of the Subdivision and a trustee. Any purchasers of Lots within this Subdivision are urged to carefully review such Trust Indenture to determine the applicable rate structure and the party responsible for the maintenance of the Private Water System and Private Sewerage System.