

- House location plan - this could be a survey of your property or a plat of the property. You can obtain a copy (if available) at the office of Deeds and Records. Use the following checklist to ensure site plan or survey is complete. You can draw the information on a copy of your property survey.

The site plan must include:

- Title
- Scale
- North arrow
- Street name, address and legal description
- Property lines and dimensions
- Rights-of-way and easements
- Setbacks from all property lines to existing and proposed structures
- Location and dimensions of all existing and proposed buildings, structures, porches, decks, retaining walls showing use and dimensions.
- Driveway locations
- Wetlands, streams or bodies of water
- Abutting streets and lanes
- Any building or structures to be demolished

If applicable,

- Well location
- Septic tank location and field lines

Deeds & Records 678-439-6538

