



PUBLIC UTILITY EASEMENT SUBMITTAL CHECKLIST

- Easements plats must be obtained for any proposed utilities to be located outside an existing Right of Way.
- Easement plats submitted for review shall comply with PWC, City of Fayetteville and Cumberland County formatting requirements.
- Submitted on 8.5" x 14" Sheet (Legal) on PWC Standard Title Block. Except for COF properties which must be on 18" x 24" sheets.
- One map must be submitted for each affected tax parcel.
- Minimum text size required for recording is 10 pts.
- Vicinity Map with North Arrow
- North Arrow with Datum or deed reference
- Graphic scale
- "Exhibit A" shown on map
- Drawn by:_____
- Date drawn
- Legend OR Labeled Lines Individually
- Project name
- Temporary and permanent easements must be differentiated from each other
- Right of Way width
- Bearings & distances for all easements, tie lines, and boundaries
- Total area in each easement
- Remaining area in affected parcel
- Street Name and State Road Number
- Lot number & subdivision name
- Property owner's name, PIN, deed and plat references
- Adjacent Property Owners Name, deed and plat references
- Utilities to be installed (water and/or sewer). Include length, size and pipe material. Labeled as "proposed".
- Label Existing Utility if Connecting
- Surveyor's Certificate in accordance with NCGS 47-30



- ❑ Must adhere to all applicable rules and policies set by the North Carolina Board of Examiners for Engineers and Surveyors and all NC General Statutes. This includes correct surveyors certifications defined in NCGS 47-30, notes, GPS/GNSS certificate, lines not surveyed broken or delineated, etc.
- ❑ Tied by course and distance to either 1) property corners that are properly monumented and verified, or 2) project boundaries that have been properly monumented, or 3) NC State Plane Coordinate System in compliance with Board Rule 21-56.1602 (g).
- ❑ Prior to submittal of easement map to PWC, Engineer/Surveyor shall contact PWC to obtain Drawing Number. This must appear on the Final Easement Map.
- ❑ Provide a Word document for the written description, not a PDF
- ❑ Once approved 4 copies of easement map will be requested with the Surveyor's **original** seal, company name, address, signature, and date.
- ❑ Blanket or General Easements may be acceptable, upon review.