



## Utility Easement Plat Checklist

**This checklist is intended as a guideline to ensure an efficient review of the preliminary utility easement plat. This checklist is not exhaustive and additional feedback or comments may be provided based on specific needs or circumstances.**

**Please allow 12 business days for review.**

### **Preliminary Surveyed Utility Easement Plat Provided for Review**

All entities who construct water and/or sewer mains or facilities, for acceptance and perpetual maintenance by the City of Hendersonville, including the City, shall submit a certified "Survey" that shall be signed, sealed and dated on each sheet by a North Carolina registered professional land surveyor (PLS) as part of the City's acceptance process. All applicable information listed below shall be included in all utility easement survey drawings. Provide a preliminary submission labeled "Preliminary Utility Easement Plat" for review by the City of Hendersonville. Once approved the plat is to be recorded by the surveyor/engineer and submitted to the City of Hendersonville with recordation information.

**Utility Easement Plat shall:**

- Properties shall include deed book and page number, PIN and/or PID properly labeled on each affected property on the drawing. Properly labeled property owners' names on each sheet of drawing.
- Boundary of tract by courses and distance with references.
- Show proposed easement with metes and bounds description.
- Show all enveloped utility infrastructure, meters, valves, cleanouts and hydrants; Easement must include all appurtenances to be accepted by the City of Hendersonville.
- Show any proposed rights-of-way associated with water and sewer utilities.
- Show and label with legal reference any other existing easements in subject area.
- Tie to North Carolina grid coordinate system. Show location of benchmark with M.S.L. elevation, provide Northing, Easting coordinates.
- Show scale drawings and bar scale. Drawn at a scale of 1" = 200 (or less) feet.
- Plan view 'north' shall be oriented as near as possible to the top of the page or to left on plan.
- Show street names properly labeled on each sheet of drawing.
- Provide on each sheet date, seal and signature of North Carolina registered professional land surveyor (PLS), who performed survey.
- Include call out of total acreage in easement.

**Easement plat shall have note:** *"The Utility Easement shown on this plat is dedicated to the City of Hendersonville for the purposes of installing and maintaining utility lines, including water and sewer."*

If the road right of way is to be dedicated to the City, the easement plat shall have the note: “The proposed rights of way shown hereon are dedicated to the City of Hendersonville for the purposes of public right of way and the installation and maintenance of water, sanitary sewer and storm water utilities. Until such time as this dedication is accepted by the City, the proposed rights of way shall act as easements for the placement and maintenance of water, sanitary sewer and storm water utilities.”

**Easement Width**

Easement widths for potable water and sanitary sewer lines shall be provided in accordance with Table 3.06.C, Minimum Easement Width (see table on page 2). Additional easement width may be required depending on size and depth of the mains or other factors necessary for proper maintenance and operation of infrastructure. The minimum width of utility easements shall be 20 feet.

<b>TABLE 3.06.C: MINIMUM EASEMENT WIDTH</b>			
<b>Pipe Size (inches) [1]</b>	<b>Pipe Depth (feet)</b>	<b>Permanent Easement Width (feet)</b>	<b>Construction Easement Width (feet) [2]</b>
<b>Sanitary Sewer Mains</b>			
8—10	10 or less	20	30
8—10	10—12.5	25	35
8—10	12.5—15	30	40
8—10	15—17.5	34	45
8—10	17.5—20	40	50
12—24	15 or less	30	40
12—24	15—17.5	35	45
12—24	17.5—20	40	50
> 24	Any depth	[3]	[3]
Any size not listed here	> 20	[3]	[3]
<b>Potable Water Mains</b>			
8—10	10 or less	20	30
8—10	> 10	25	35
12—24	10 or less	30	35
12—24	> 10	35	40
<b>Notes</b>			
[1] Nominal diameter.			
[2] Temporary easement for construction only.			
[3] As specified by City Manager.			

Approved easement plat shall be titled ‘utility easement’ and all ‘utility easements’ shall be labeled as such.

Submit .dwg file of final approved utility easement plat.