

Property Line Vacation Plat Requirements

Development Application – Property Line Vacation Plat
(No application fee)

3 paper copies of plat

Min 8-1/2" x 14" if everything can fit on plat

Recordation Fee (check made out to Clerk of the Circuit Court)

8-1/2x14 - \$27 for 1-10 sheets

18x24 - \$26 for the first sheet and \$20 for each additional sheet

On ALL Plat Sheets

Approval block for signature of the agent on behalf of the County
Clerk's office recordation statement and signature line

Subject Property

Tax parcel numbers/GPINs

York County easements (name/type, width, recordation references)

Current address

Current property owner(s)*

Recordation reference (source of title)

Zoning classification

Voided Property line called out and dashed

Voided property line distance and bearing in parentheses

Bearing and distance on all boundary lines

Area of each separate lot

Total area of combined lots

(When designating the new combined lot, do not use the word "new", instead new lot designation can be bold or in larger font)

RPA / RMA - if applicable, add note and graphically show

Flood Zone – Add note, include FIRM # and date

Adjacent Property Owners

Tax parcel number/GPIN

Current property owner(s)

Recordation reference

Zoning classification

York County Easements if any along/touch property line with subject parcels

Other

North arrow w/ method of determination

Road names w/ route numbers

Land surveyor's professional seal (signed and dated)

Surveyor address & phone info

Title of plat

Government District

Plat date

Scale

Owners' consent statement

Signature of owner(s) with Notary statement(s) and stamp

Surveyor's Certification Statement

*Power of Attorney – If there is a Power of Attorney for one or more of the property owners, a recorded copy of the Power of Attorney shall be provided along with the plat submittal.