

§ 15-6-67. ~~(effective Jan. 1, 2017)~~ Recordation of maps and plats; specifications (Georgia Plat Act)

(a) The clerk of superior court shall file and record maps, plats, ~~and~~ subdivision plats, ~~and~~ condominium plats, condominium site plans, condominium plot plans, and condominium floor plans presented in accordance with Code Section 44-3-83 relating to real estate in the county when submitted for filing as provided in this Code section and accompanied with any required filing fees or costs. All maps or plats which depict and describe real property or interest therein shall comply with the provisions of this section whether or not they are to be immediately presented for recording. Maps and plats which were earlier prepared in compliance with previous requirements may however be recorded at the discretion of the Clerk of Court.

(b) Each map, plat, or plan referred to in subsection (a) of this Code section to be filed and recorded in the office of clerk of superior court shall be in conformance with the following requirements: ~~However, condominium plot plans and condominium floor plans may be prepared and sealed by architects, surveyors, and engineers. Such condominium plot plans and condominium floor plans are not required to comply with the following requirements but are subject to specifications and approvals that may be set forth and required by the local jurisdictions.~~

(1) ~~Caption.~~ Required Data: Each map, plat, or plan page image shall ~~have a caption which shall~~ provide the following information:

(A) The county where the property lies;

(B) Any ~~city, town, municipality, or village~~ wherein the property lies;

(C) The ~~names~~ name(s) of all owners of the property owner(s) of the subject property as stated on the most current or applicable title instrument;

(D) ~~If such plat is a subdivision plat, condominium plat, condominium site plan, condominium plot plan, or condominium floor plan; The type of survey, plat or map, including but not limited to condominium plats, condominium site plans, subdivision plats, retracement surveys, as-built surveys, easement surveys, or other valid plat or map.~~

(E) The name of any subdivision if ~~for~~ the platted property lies within a named subdivision or if the survey is creating a new subdivision clearly identified as such;

(F) The name of any condominium if the survey is within a condominium development for a ~~condominium plat, condominium site plan, condominium plot plan, or condominium floor plan;~~

(G) The applicable units, pods, blocks, lots, or other subdesignations of any named subdivision or condominium;

(H) The name or names of the developer or developers of any ~~named~~ new subdivision or condominium;

(I) ~~All applicable land districts and land lots reflected on such map, plat, or plan;~~ land lots, land districts, sections, reserves, or Georgia Militia Districts.

(J) The date of initial preparation and issuance, or and any revision dates; include a brief explanation of each revision.

(K) The name, address, telephone number, and license or registration number of the land surveyor; and The name, address, telephone number, and registration number of the registered land surveyor who prepared and sealed the survey and, if working for or through a firm, corporation, partnership, association, limited liability company, or other entity then also the Certificate of Authorization Number of that entity (the address and telephone number of the firm are acceptable in lieu of the individual surveyor's address and telephone number) or the statement that he or she is the county surveyor and is not required by law to be a registered surveyor;

(L) If the map, plat, or plan has multiple pages, the page number for each applicable page and the total number of sheets in the set shall be placed on each sheet in the same or similar location. The required data may be placed on all sheets or on different sheets within the set. However, the Clerk may require each sheet to be transmitted individually as unique images;

(M) The scale of the map or plat, stated and shown graphically.

(N) The seal of the registered land surveyor who has prepared the map or plat and is signing the surveyor certification, which shall be placed within or next to the Surveyor certification box.

## (2) SURVEYOR CERTIFICATIONS

(A) Surveyor certification box. Each map, plat, or plan shall provide a box which contains one of the following language and the applicable certifications of the registered land surveyor required pursuant to subsection (c) of this Code section:

- (1) As required by subsection (c) of O.C.G.A. Section 15-6-67, this map or plat has been prepared and issued for submittal and approval by the local jurisdiction as is evidenced by the approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of the survey or map as to intended use of any parcel. Further, the undersigned land surveyor certifies that this map, plat, or plan complies with the minimum technical standards for property surveys in Georgia as set forth in Chapter 180-7 of the Rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in the Georgia Plat Act OCGA 15-6-67.
- (2) As required by subsection (c) of O.C.G.A. Section 15-6-67, this map or plat has been approved by all applicable local jurisdictions for recording. The names of the individuals signing or approving this map or plat, the agency or office of that individual, and the date of approval is listed in the approval table shown hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of the survey or map as to intended use of any parcel. Further, the undersigned land surveyor certifies that this map, plat, or plan complies with the minimum technical standards for property surveys in Georgia as set forth in Chapter 180-7 of the Rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in the Georgia Plat Act OCGA 15-6-67.
- (3) This survey is a retracement of an existing parcel of land and does not subdivide or create a new parcel. The recording information of the document(s), map(s), plat(s) or other instrument(s) which created the parcel(s) are stated hereon. RECORDATION OF THIS SURVEY DOES NOT IMPLY APPROVAL OF THE LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, NOR SUITABILITY FOR ANY USE

OR PURPOSE OF THE LAND. Further, the undersigned land surveyor certifies that this map, plat, or plan complies with the minimum technical standards for property surveys in Georgia as set forth in Chapter 180-7 of the Rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in the Georgia Plat Act OCGA 15-6-67.

- (4) The property hereon lies completely within a jurisdiction which does not review nor approve maps or plats prior to recording. RECORDATION OF THIS SURVEY DOES NOT IMPLY APPROVAL OF THE LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, NOR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Further, the undersigned land surveyor certifies that this map, plat, or plan complies with the minimum technical standards for property surveys in Georgia as set forth in Chapter 180-7 of the Rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in the Georgia Plat Act OCGA 15-6-67.

#### SURVEYOR CERTIFICATIONS

—As required by subsection (c) of O.C.G.A. Section 15-6-67, the Registered Land Surveyor hereby certifies that this map, plat, or plan has been approved for filing in writing by any and all applicable municipal, county, or municipal-county planning commissions or municipal or county governing authorities or that such governmental bodies have affirmed in writing that approval is not required.

—The following governmental bodies have approved this map, plat, or plan for filing:

\_\_\_\_\_ Name and date (mm/dd/yyyy)

\_\_\_\_\_ Name and date (mm/dd/yyyy)

—The following governmental bodies have affirmed that approval is not required:

\_\_\_\_\_ Name and date (mm/dd/yyyy)

\_\_\_\_\_ Name and date (mm/dd/yyyy)

—Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser as to intended use of any parcel.

—The Registered Land Surveyor further certifies that this map, plat, or plan complies with the minimum standards and specifications of the State Board of Registration for Professional Engineers and Land Surveyors and the Georgia Superior Court Clerks' Cooperative Authority.

\_\_\_\_\_  
—Facsimile Signature

- (B) The land surveyor shall sign the certification on a line beneath the certification. At the discretion of the land surveyor and in conformity with local regulations, the surveyor may electronically sign the certification using a facsimile signature. The facsimile signature may be a reproduction of an actual wet ink signature or an electronically created signature. If the land surveyor elects to use a facsimile signature, the surveyor must maintain full control over the application of such signature.
- (C) As may be required, additional certifications and signatures & dates may be placed on maps or plats. Such certifications may include, but are not limited to those that may be required by: local jurisdictions or agencies, U.S. Small Business Administration, Department of Housing and Urban Development, and American Land Title Association (ALTA).
- (D) In the case of a retracement survey, the land surveyor shall state clearly the recording information of the document(s), map(s), plat(s) or other instrument(s) which created the parcel(s) depicted. The depiction of gores, overlaps, or other parcel delineation as may be necessary to remedy or address title issues or deficiencies shall be allowed as part of the retracement function.
- (E) Surveys bearing the certification provided for in subparagraph (b)(2)(A)(3) above shall be entitled to recordation without further review or local approval.

(3) Filing information box. Each image of a map, plat, or plan shall provide a box of not less than three inches square, if at full size, in the upper left-hand corner which shall be reserved for the clerk to append filing information; and

(4) Format. All images of maps, plats, or plans submitted for filing shall be at full size and proportion of the drawing scale stated thereon and shall:

(A) Comply with the minimum standards and specifications adopted in the rules and regulations of the State Board of Registration for Professional Engineers and Land Surveyors; and

(B) Be an electronic image ~~of a single page~~ certified and presented to the clerk electronically in conformance with all specifications set forth in any rules and regulations promulgated by the Georgia Superior Court Clerks' Cooperative Authority.

~~(c) (1) Whenever the municipal planning commission, the county planning commission, the municipal-county planning commission, or, if no such planning commission exists, the appropriate municipal or county governing authority prepares and adopts subdivision regulations, or land use regulations, or both, and upon receiving approval thereon by the appropriate governing authority, then no map, plat, or plan of subdivision of land within the municipality or the county shall be filed or recorded in the office of clerk of superior court of a county:~~

~~(A) Without the approval of the municipal planning commission, county planning commission, municipal-county planning commission, or appropriate municipal or county governing authority. and~~

~~—(B) Unless the registered land surveyor who prepares any such map, plat, or plan for filing certifies thereon that such map, plat, or plan has been approved for filing by all applicable governmental bodies. Such certification shall specifically state by name the governmental bodies that approved the filings and the dates such actions were taken.~~

~~—(2) Notwithstanding any other provision of this subsection to the contrary, no approval of the municipal planning commission, county planning commission, municipal-county planning commission, or, if no such planning commission exists, the appropriate municipal or county governing authority shall be required if no new streets or roads are created or no new utility improvements are required or no new sanitary sewer or approval of a septic tank is required. Any map, plat, or plan of survey containing thereon a certification from a registered land surveyor that the municipal, county, or municipal-county planning commission or appropriate municipal or county governing authority has affirmed in writing that approval is not required shall entitle said map, plat, or plan to be recorded, provided that such certification includes the name of the governmental bodies that affirmed that such approval is not necessary and the dates of such actions.~~

(d) Any land surveyor who fraudulently makes any certification required under this Code section shall, upon conviction thereof, be guilty of a misdemeanor.

(e) The clerk of superior court shall make available a public computer terminal which provides a filer access to the Georgia Superior Court Clerks' Cooperative Authority's electronic filing portal.

(f) The Georgia Superior Court Clerks' Cooperative Authority shall have the power and authority to promulgate such rules and regulations deemed necessary or convenient for implementation of the provisions of this Code section.

(g) The clerk of superior court shall be held harmless for the filing of any map, plat, or plan that fails to meet any requirement of this Code section.