

Troup County Board of Commissioners



Building, Zoning, & Planning Department
100 Ridley Avenue
LaGrange, Georgia 30240

TEL: (706) 883-1650
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July 10, 2017

Re: Registered Land Surveyors recording land plats for parcels of land located within Unincorporated Troup County (including new HB76 effective May 8, 2017)

Please review the following procedures and/or regulations for recording land plats of parcels of land located within Unincorporated Troup County:

- ALL land plats for parcels located within Unincorporated Troup County must have the appropriate Troup County approval signatures and/or one of the four Surveyor Certification Statements, as outlined in HB76, before submitting the land plat for recording at the Troup County Clerk of Court Office. One of the four Surveyor Certification Statements must be placed on all land plats/surveys issued in the State of Georgia.
- All land plats for parcel splits and/or subdivisions of land must have the appropriate Surveyor Certification Statement, as outlined in HB76, and the four (4) Troup County approval signature lines (Planning and Zoning, Roads and Engineering, GIS/Mapping, Health Department) (\$100.00 review fee).
- All land plats for combining parcels of land must have the appropriate Surveyor Certification Statement, as outlined in HB76, and the four (4) Troup County approval signature lines (Planning and Zoning, Roads and Engineering, GIS/Mapping, Health Department) (\$100.00 review fee).
- All land plats for boundary surveys / retracement surveys of an existing parcel or parcels of land and does NOT subdivide or create a new parcel or make any changes to any real property boundaries shall have the appropriate Surveyor Certification Statement, as outlined in HB76, and shall be entitled to recordation without further review or local Troup County approval.
- Any exemption statements to the land plat approval process referencing Georgia Code Section 15-6-67(d) and/or any other exemption statements shall only be accepted for land plats done on behalf of a public utility company/department or a public transportation company/department.

- One (1) hard copy (full size) of all land plats with the appropriate approval signatures and/or one of the four Surveyor Certification Statements, as outlined in HB76, must be submitted to the Building, Zoning, and Planning Department.
- One (1) digital copy (AutoCAD format or ERSI Shape File format) (Georgia West Coordinate) of all land plats must be submitted to the Building, Zoning, and Planning Department.
- The Troup County Clerk of Courts Office will NOT record a submitted land plat without the appropriate approval signatures and/or one of the four Surveyor Certification Statements, as outlined in HB76.
- NO land plats will be approved or recorded by Troup County without the signature of the Registered Land Surveyor.
- All plats / surveys issued in the State of Georgia must contain one of the four Surveyor Certification Statements, as outlined in HB76, even if immediate recording is not planned or anticipated.
- Please review the two attached documents for more information/details about HB76 and the exact wording and/or format of the four different Surveyor Certification Statements, one of which must be placed on all land plats/surveys.

Thank you for your attention to this matter and please feel free to contact us for any further questions and/or concerns.

Respectfully,

Jay Anderson
Senior Building Official
Zoning Administrator