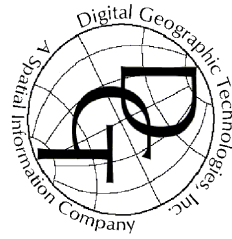


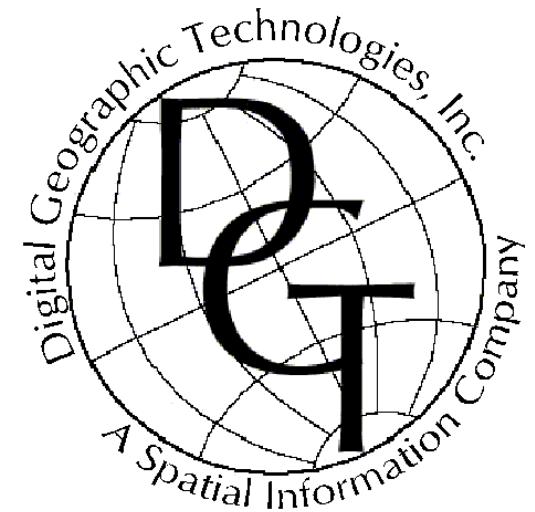
## IS YOUR CERTIFIED PLOT PLAN COMPLETE?

- REGISTERED SURVEYOR STAMP
- SURVEYOR SIGNATURE
- SURVEYOR CERTIFICATION
- NORTH ARROW
- EXISTING STRUCTURE
- SHEDS, GARAGES, POOLS ...ETC.
- EASEMENTS
- BOUNDARY MONUMENTS
- BOUNDARY DISTANCES
- BOUNDARY ANGLES/BEARINGS
- BENCHMARK
- ELEVATIONS
- FENCES, WALLS, UTILITY POLES
- LOT AREA
- PUBLIC/PRIVATE WAYS
- OWNER NAME(S)
- ABUTTER NAMES
- DEED REFERENCES
- PLAN REFERENCES
- PARCEL I.D.
- ZONING DESIGNATION
- DATE OF FIELD SURVEY
- LOCUS DRAWING

*\*This is a partial list*



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**Digital Geographic Technologies, Inc.**  
A Spatial Information Company

**SURVEY ENGINEERING GROUP**

**QUESTIONS AND ANSWERS  
ABOUT  
PLOT PLANS**

803 Summer Street · Boston, MA 02127

**P** 617-275-0541 · **F** 617-275-0543

**E** [survey@dgt.net](mailto:survey@dgt.net) · **W** [www.dgt.net](http://www.dgt.net)

Q: Is my mortgage plan a Certified Plot Plan?

A: Your mortgage plan may state that it is certified and it may even mention "Plot Plan", but these types of plans are not Certified Plot Plans. Mortgage Plans are used by banks to insure that there is actually such a property and that the property contains improvements on it. Mortgage Plans are official, but in no manner should they be considered a Certified Plot Plan.

Q: Is there a copy of my Certified Plot Plan on file somewhere?

A: You might be able to find a copy filed with your local planning board or building department, sometimes, a plot plan is filed with the Registry of Deeds. Some local Assessors' have Certified Plot Plans filed in their office.

Q: I have a Certified Plot Plan, but it is a few years old, is it good enough to use?

A: Most cities and Towns require plans to be current. In any case, you can have your "old plan" updated and re-certified by a Registered Professional Land Surveyor.

Q: What governs whether a plan is a Certified Plot Plan or just a plan?

A: The Commonwealth of Massachusetts Board of Registration, Civil Engineers and Land Surveyors Division. You can obtain a copy of the regulations at the Statehouse Bookstore (ask for CMR 250).

### *When do I need a Plot Plan?*

All Cities and Towns require Certified Plot Plans to be submitted for certain projects. Most often property owners are required to submit a Plot Plan whenever they are making a permanent improvement on their property. Some government bodies require such plans even for the erection of fences or the placement of a shed. Property owners should check with their local building department whenever considering placing, erecting or constructing an improvement on their property. *Remember permit fees are always cheaper than fines.*

**Only a Registered Professional Land Surveyor can provide a Certified Plot Plan.**

**CALL...**  
**DGT Survey Engineering**  
**(617) 275-0541**

Q: Why am I being required to submit a Certified Plot Plan?

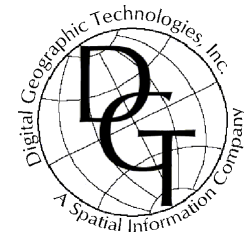
A: Local Planning Boards and Building Departments rely on the Registered Professional Land Surveyor to properly identify and locate parcels of land and the improvements made upon them.

Q: How much does it cost to have a Certified Plot Plan made of my property?

A: The price to have a Certified Plot Plan produced varies, the Registered Professional Land Surveyor will want to have a copy of your deed and he/she may even have to visit the property before a quote can be given. More important than price, you will want to have a commitment by the surveyor, that the plan will be delivered in a timely fashion.

Q: How long does it take to have a plan made?

A: The Registered Professional Land Surveyor will probably ask you to give him/her three to six weeks, it is possible for a plan to be produced sooner, but you might have to pay a premium.



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