



# Easement Plat Application

County of Henrico, Virginia

Permit Center

Henrico County Permit Center Web Site: [www.henrico.us/permitcenter](http://www.henrico.us/permitcenter)

Permit Center, County of Henrico, Virginia, P.O. Box 90775, Henrico, Virginia 23273-0775\*\* Phone 804-501-7280 Facsimile 804-501-4815  
\*\*Use P.O. Box for all mail. Street address is 4301 E. Parham Road, Henrico, Virginia 23228 for deliveries only.

*This easement plat application is for Plans of Development & Subdivision projects only. Please submit this completed application & six (6) sets of the plat to the Permit Center.*

### Project Name\*:

File Name/Section (Office Use Only)

\* If multiple easements for the same project are submitted, consider adding #1 etc., after the Project Name to differentiate them.

Parcel #(s): \_\_\_\_\_

Case #: \_\_\_\_\_

Initial submittal? Yes \_\_\_ No \_\_\_

Subsequent submittal? Yes \_\_\_ No \_\_\_

Submittal for approval? Yes \_\_\_ If yes, please confirm that no agencies have comments before submitting. Please advise what the Tidemark case number is for this Easement. See comments, number is on email notification:

POD \_\_\_\_\_ - \_\_\_\_\_ or SUB \_\_\_\_\_ - \_\_\_\_\_.

### Plat Description:

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For Office Use Only

**Engineer/Surveyor**  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State: \_\_\_\_\_ Zip \_\_\_\_\_  
E-Mail \_\_\_\_\_  
Phone : \_\_\_\_\_ Fax \_\_\_\_\_  
\_\_\_\_\_  
Authorized Signature \_\_\_\_\_ Print Name \_\_\_\_\_

**FOR OFFICE USE ONLY**  
Date of Filing: \_\_\_\_\_  
Time of Filing: \_\_\_\_\_  
\_\_\_\_\_  
Application Accepted By \_\_\_\_\_ Print Name \_\_\_\_\_