



**ON-SITE SYSTEMS DIVISION
WASTEWATER POLLUTION PREVENTION AND RECLAMATION PROGRAM
WATER AND SCIENCE ADMINISTRATION**

**Approving Authority Plat Signatory Guidance
Templates for
Subdivision and Related Record Plats**

Pursuant to the regulations stipulated in COMAR 26.04.03 regarding water supply and sewerage systems for the subdivision of land, record plats must contain specific statements signed by the Approving Authority for a variety of different applications. These statements ensure compliance with regulations and promote consistency in enforcement. Below are standardized templates for various scenarios:

General Requirements

- Plats must be signed by the Approving Authority and recorded in the land records within **six months** of preliminary plan approval. Subdivisions served by community water supply and sewerage systems do not have a preliminary plan requirement in COMAR 26.04.03 and therefore the recordation timeframe does not apply in these instances.
- A written request for an extension may be submitted before the six-month period ends, allowing a **one-time 12-month extension** at the Approving Authority's discretion.

1. Individual Water Supply (Wells) and Individual On-site Sewage Disposal Systems (OSDS)

This proposed subdivision of land as represented hereon and on the approved preliminary plan has been found to be in compliance with the Code of Maryland Annotated Regulations 26.04.03 allowing for the subdivision of land utilizing individual water supply systems and individual on-site sewage disposal systems until such time as community systems are made available. This subdivision is in conformance with the current County Comprehensive Water and Sewer Plan therefore complies with Environment Article §9-512. The ___ County Approving Authority is the delegated authority per Environment Article §1-301 therefore the Approving Authority's signature on the plat certifies that the parcels shown hereon are in compliance with the applicable laws and regulations as of the approval date.

Approving Authority

Date

2. Individual Wells and Community Sewerage Systems

This proposed subdivision of land as represented hereon and on the approved preliminary plan has been found to be in compliance with the Code of Maryland Regulations 26.04.03 allowing for the subdivision of land utilizing community sewerage systems and individual water supply systems until a community water supply system is available . This subdivision is in conformance with the County Comprehensive Water and Sewer Plan therefore complies with Environment Article §9-512. The ____ County Approving Authority is the delegated authority per Environment Article §1-301 therefore the Approving Authority's signature on the plat certifies that the parcels shown hereon are in compliance with the pertinent laws and regulations as of the approval date.

Approving Authority

Date

3. Community Water Supply and Individual OSDS

This proposed subdivision of land as represented hereon and on the approved preliminary plan has been found to be in compliance with the Code of Maryland Regulations 26.04.03 allowing for the subdivision of land utilizing community water supply systems and individual on-site sewage disposal systems until such time as community sewerage systems are made available. . This subdivision is in conformance with the County Comprehensive Water and Sewer Plan therefore complies with Environment Article §9-512. The ____ County Approving Authority is the delegated authority per Environment Article §1-301 therefore the Approving Authority's signature on the plat certifies that the parcels shown hereon are in compliance with the pertinent laws and regulations as of the approval date.

Approving Authority

Date

4. Community Water Supply and Community Sewerage Systems (Existing systems)

This proposed subdivision of land as represented hereon and on the approved plan has been found to be in compliance with the Code of Maryland Regulations 26.04.03 allowing for the subdivision of land utilizing community water supply systems and community sewerage systems. This subdivision is in conformance with the current approved County Comprehensive Water and Sewer Plan therefore complies with Environment Article §9-512. The ____ County Approving Authority is the delegated authority per Environment Article §1-301 therefore the Approving Authority's signature on the plat certifies that the parcels shown hereon are in compliance with the pertinent laws and regulations as of the approval date.

Approving Authority

Date

Note - Subdivisions served by Community Water Supply and Community Sewerage Systems must include on the plat the owner statement below:

As the owner of this property, I hereby certify that community water supply and sewerage facilities will be available to all lots offered for sale.

Owner

Date

5. Community Water Supply and Community Sewerage Systems (Proposed systems)

This proposed subdivision of land as represented hereon and on the approved plan has been found to be in compliance with the Code of Maryland Regulations 26.04.03 allowing for the subdivision of land utilizing community water supply and community sewerage systems that are under contract and will be available to the property at time of sale. This subdivision is in conformance with the current approved County Comprehensive Water and Sewer Plan therefore complies with Environment Article §9-512. The ___ County Approving Authority is the delegated authority per Environment Article §1-301 therefore the Approving Authority's signature on the plat certifies that the parcels shown hereon are in compliance with the pertinent laws and regulations as of the approval date.

Approving Authority

Date

Note - Subdivisions to be served by Community Water or Community Sewerage must include on the plat the owner statement below:

As the owner of this property, I hereby certify that community water supply and sewerage facilities will be available to all lots offered for sale and that the plans to develop the community water supply and community sewerage facilities, including all necessary points of discharge, have been approved by the Department of the Environment. Further, I certify that the facilities will be maintained and operated so as to provide for a continuous and acceptable water supply or sewage disposal service to the properties served.

Owner

Date

6. Agricultural Parcels

This parcel is not considered a subdivision for building development under the Code of Maryland Regulations 26.04.03. The division of land into parcels greater than 3 acres is for agricultural purposes only. The ___ County Approving Authority is the delegated authority per Environment Article §1-301 therefore the Approving Authority's signature on the plat certifies that the parcels shown hereon are not for development purposes and do not comply with Code of Maryland Regulations 26.04.03 regarding water supply and sewerage systems in Maryland as of the approval date.

Approving Authority

Date

7. Property Line Adjustment Plats

This plat represents a change in lot lines or street lines that the ____ County Approving Authority has determined, according to the Code of Maryland regulations 26.04.03 subdivision definition, will not adversely affect the safety and adequacy of existing water supplies or sewage disposal areas on the subject lot/s or adjacent lots. The property line adjustment is in conformance with the current approved County Comprehensive Water and Sewer Plan therefore complies with Environment Article §9-512. The ____ County Approving Authority is the delegated authority per Environment Article §1-301 and the ____ County Approving Authority's signature on this plat confirms the above determination as of the approval date.

Approving Authority

Date

8. Other plat types that are not considered subdivision (e.g. Forest conservation areas, utility and other easements, etc.)

The ____ County Approving Authority has determined that, according to the Code of Maryland regulations 26.04.03 subdivision definition, this plat does not constitute a subdivision and does not adversely affect the safety and adequacy of existing water supplies or sewage disposal areas. The plat is in conformance with the current approved County Comprehensive Water and Sewer Plan and therefore complies with Environment Article §9-512. The ____ County Approving Authority is the delegated authority per Environment Article §1-301 and the ____ County Approving Authority's signature on this plat confirms the above determination as of the approval date.

Approving Authority

Date