

CONSERVATION EASEMENT PROCESS:

1. Create an Article of Conveyance using the Cobb Conservation Easement Template provided by the county; any modifications to said template must be approved by the County Attorney's Office.
2. Include a Legal description of the area to be permanently protected, using metes and bounds. **This is to be labeled as Exhibit A.**
3. Illustrate the stream and buffer or other stipulated buffer on plat/plan and compute the area to be protected. **This is to be labeled as Exhibit B.**
4. Submit Article of Conveyance (*Conservation Easement*), Metes and Bounds (*Exhibit A*) and the illustrated plat/plan (*Exhibit B*) to Community Development for review and approval
5. The Article of Conveyance and exhibits will be reviewed and if approved, forwarded for the Chairman of the Board of Commissioner's signature
6. Once Conservation has been signed by the Chairman, executed documented will be returned to the Planning Division.
7. Applicant will be notified by Planning Division Assistant to pick up executed document to have it recorded by Cobb County Superior.
8. Applicant will need to forward a copy of the recorded easement to the Planning Assistant via email: paula.moore@cobbcounty.org or Fax 770-528-2126

For residential development, the Conservation Easement process must be completed prior to recording of the final plat