

**OFFICE OF THE COUNTY SURVEYOR
County of Monterey**

Record of Survey Checklist

The purpose of this checklist is to strive for the standardization of data shown on records of survey and to expedite review by the County Surveyor. Prior to submittal, please review your corner record for compliance with the applicable items on this checklist. See map submittal requirements on the second page of this checklist.

LEGEND

(8764) Refers to the Professional Land Surveyor's Act.

[8815.1] Refers to Public Resources Code

ITEM		OK	NA	COMMENTS
1	A. Map does not show more parcels than are shown on the latest adopted assessment roll, OR B. A Certificate for County Surveyor (or City Surveyor if land is within a city), is provided signifying compliance with the Subdivision Map Act, AND C. Show City limits line when appropriate. (8762.5)			
2	Map size, permanent record, one-inch blank margin (8763)			
3	Map drafting suitable for scanning, minimum size lettering 3/32". (8763)			
4	Monuments found or replaced, described as to kind, size, location, Tag No., and other data relating thereto. Give reference to a record map or field book where the monument was set or accepted. If none, state no map of record or origin unknown. (8764(a))			
5	Set durable monuments that conform to County minimum standard. (8771(a))			
6	Surveyor's Statement: Signature and sealed; license number; date signed (8764.5)			
7	Legend: Found monuments, solid symbol; set monuments, open symbol; all () record data identified by Volume & Page; if unrecorded give reference to Serial No. on file in the Office of the County Surveyor; other symbols or record maps defined. (8764(a)(g))			
8	Basis of Bearings: Two found monuments on map of record, deed; celestial observation; California Coordinate System; Datum (i.e., WGS84, NAD83, NAD27,) Tie to Basis of Bearings; (8764b)(g))			
9	Scale, north arrow (8764(b))			
10	Bearings and distances of all lines shown (8764(b))			
11	Sum of the parts equals the total distance or delta angle (8764(b))			

12	Curve data shown (R, Δ, L) (8764(b))			
13	Radial bearings of non-tangent curves shown (8764(b))			
14	Math closure (8764(b) & 8766(a))			
15	Title Block: "Record of Survey" - name and legal designation of property in which the survey is located, city, county, state, date of survey, firm name, Sheet No. (8764(c))			
16	Show relationship by survey to existing monuments, of adjacent lands, streets, or senior conveyances (8764(d))			
17	Show lines of possession such as fences, and encroachments such as buildings. (8764(d)(g))			
18	Map and/or deed references for the subject property and adjoining properties (8764(d))			
19	Identify all record information with source reference (8764(d)(g))			
20	Area, net and gross shown (8764(g))			
21	Sectionalized land breakdown shown (8764(g))			
22	Streets: Name complete, spelling correct, width shown, both R/W lines shown. Map tie to next street intersection. (8764g))			
23	Legal access shown with recorded Book and Page. Street name when appropriate. Other easements when appropriate. (8764g))			
24	Note reasons for mandatory filing from 8762. (8764))			
25	County Surveyor's Statement and Recorder's Statement (8764.5))			
26	No other certificates or statements may appear on map except as required. (8764.5))			
27	Note explanation of differences when appropriate. (8768))			
28	California Coordinate control scheme shown from which the coordinates were determined. (8771.5); CCS Accuracy, Reference, Epoch [8813.2, 8813.3, 8815.1]			
29	Monuments shown as set, have been set, described, and permanently tagged (8772)			
30	Survey Site Coordinates for the purpose of indexing (8774.5(a))			
31	Assessor's parcel numbers shown (8774.5)			
32	Found monuments in poor condition rehabilitated or replaced. (8773.3)			
32	Drafting suitable for scanning, minimum size lettering 3/32"			

RECORD OF SURVEY SUBMITTAL REQUIREMENTS

Please submit the following items at the time of submittal to the County Surveyor's Office:

1. _____ Two copies of the record of survey.
2. _____ Copy of the recorded map(s) used for retracement survey.
3. _____ Copy of the government notes, if filing for government corners and filed map, if applicable.
4. _____ Completed and signed copy of this check list.
5. _____ Filing fee of \$450.00 for the first sheet plus \$150.00 for each additional sheet, if applicable. Check made payable to "County of Monterey."
6. _____ To obtain a copy of your filed Record of Survey, please provide a postage-paid, self-addressed envelope.

The map accompanying this check list has been reviewed by me for completeness and consistency with the items listed in the above check list and is in conformance with all requirements of the Professional Land Surveyors' Act.

Signature: _____ Date: _____

P.L.S (or R.C.E) No. _____

After the examination by the County Surveyor, you will be notified pursuant to Section 8767 of the Professional Land Surveyor's Act. Please list your current address and telephone number.

Please list your current mailing address, telephone number and e-mail.

Mailing address: _____

Telephone number: _____

E-Mail Address: _____

Please check if you want to correspond via e-mail. It will allow the County Surveyor to correspond via e-mail.

Mail maps and check to:

Gerry Camacho
Monterey County PWF
1441 Schilling Place, 2nd Floor
Salinas, CA 93901

If you have any questions regarding this form, or corner records, please contact the County Surveyor's Office at 831-755-4835.