

**CHECK LIST FOR FINAL/PARCEL MAP NO. \_\_\_\_\_**

Surveyor/Engineer: \_\_\_\_\_ Checked by: \_\_\_\_\_ Client: \_\_\_\_\_

Submitted: \_\_\_\_\_ Checked: \_\_\_\_\_

Circle indicates deficiency ( ○ );  indicates no deficiency (  )

**BACK-UP DATA:**

- \_\_\_\_\_ 3 check prints
- \_\_\_\_\_ Method and reasoning statement
- \_\_\_\_\_ Maps used to prepare map
- \_\_\_\_\_ Deeds used to prepare map
- \_\_\_\_\_ Traverse calculations
- \_\_\_\_\_ Title report
- \_\_\_\_\_ Subdivision guarantee
- \_\_\_\_\_ Other: \_\_\_\_\_

AUTHORITY: Surveyor's Act, Professional Engineer's Act,  
Subdivision Map Act, County Ordinance 1760

**MAP TITLE:**

- \_\_\_\_\_ Name of County, California
- \_\_\_\_\_ "TRACT MAP/PARCEL MAP" and number
- \_\_\_\_\_ General description of land
- \_\_\_\_\_ Date of Map
- \_\_\_\_\_ Firm name and/or surveyor/engineer's name and number
- \_\_\_\_\_ Sheet number

**CERTIFICATES:**

- \_\_\_\_\_ Owner's statement:
  - \_\_\_\_\_ Easements
  - \_\_\_\_\_ Offers of Dedication
  - \_\_\_\_\_ Owner's Signatures
  - \_\_\_\_\_ Trustee/Beneficiaries Signatures
  - \_\_\_\_\_ Other: \_\_\_\_\_
- \_\_\_\_\_ Acknowledgements
- \_\_\_\_\_ Signature Omissions
- \_\_\_\_\_ Board of Supervisors Certificate or Statement:
  - \_\_\_\_\_ Offers of Dedication
- \_\_\_\_\_ Surveyor's or Engineer's Statement:
  - \_\_\_\_\_ Signed and Sealed
- \_\_\_\_\_ Monument Statement
- \_\_\_\_\_ County Surveyor's Certificate or Statement
- \_\_\_\_\_ Recorder's Certificate or Statement
- \_\_\_\_\_ Other: \_\_\_\_\_

**SURVEYOR NOTES:**

- \_\_\_\_\_ Basis of Bearings; map of record, celestial observation, or State Plane Coordination
- \_\_\_\_\_ Found monuments and symbols (recommend solid)
- \_\_\_\_\_ Set monuments and symbols (recommend open)
- \_\_\_\_\_ Symbols and non-standard abbreviations defined
- \_\_\_\_\_ Legend

**MATHEMATICAL ACCURACY:**

- \_\_\_\_\_ Map loop closures 1:5000 or better
- \_\_\_\_\_ All bearings shown
- \_\_\_\_\_ All distances shown
- \_\_\_\_\_ All overall bearings shown
- \_\_\_\_\_ All overall distances shown
- \_\_\_\_\_ Sum of parts equals total distance or delta
- \_\_\_\_\_ All curve data shown (Delta, Radius, Arc length)
- \_\_\_\_\_ All radial bearings shown where required
- \_\_\_\_\_ Non-tangent curves noted
- \_\_\_\_\_ All areas shown
- \_\_\_\_\_ Other: \_\_\_\_\_

**MAP BODY:**

- \_\_\_\_\_ Map conforms with improvement plans
- \_\_\_\_\_ Map material; tracing cloth or polyester based film, black ink
- \_\_\_\_\_ Map size: 18" x 26"
- \_\_\_\_\_ Margin: 1" all around
- \_\_\_\_\_ Map orientation
- \_\_\_\_\_ Additional Map Sheet

**MAP BODY (cont.)**

- \_\_\_\_\_ North Arrow
- \_\_\_\_\_ Graphic scale by North Arrow
- \_\_\_\_\_ City, County or State boundary as required
- \_\_\_\_\_ Reference to adjacent tracts or other maps or record where pertinent
- \_\_\_\_\_ Legibility of map data
- \_\_\_\_\_ Street names and widths shown
- \_\_\_\_\_ Reference for all found monuments and acceptance of non-record monuments
- \_\_\_\_\_ Reference to deeds or official records if necessary for the establishment of lines or points
- \_\_\_\_\_ Record data shown where beneficial to the interpretation of lines or points
- \_\_\_\_\_ Detail required for clarity
- \_\_\_\_\_ Arrows needed to clarify dimensions
- \_\_\_\_\_ Spelling
- \_\_\_\_\_ Distinct boundary symbol
- \_\_\_\_\_ Lot numbers
- \_\_\_\_\_ Conformance to Tentative Map
- \_\_\_\_\_ Easements and purposes for Record Data Map
  - \_\_\_\_\_ Parcel 40 acres or more (1/4 - 1/2 Section)
  - \_\_\_\_\_ 2 monuments on one line
- \_\_\_\_\_ Other: \_\_\_\_\_

**SURVEY PROCEDURES:**

- \_\_\_\_\_ Prorations or adjustments correct
- \_\_\_\_\_ Section breakdowns correct
- \_\_\_\_\_ Deed interpretations correct
- \_\_\_\_\_ Durable monuments
- \_\_\_\_\_ Monuments tagged as required
- \_\_\_\_\_ Ties to adjacent lines of record when pertinent
- \_\_\_\_\_ Survey based upon proper control
- \_\_\_\_\_ Methods of establishment of lines or points shown where necessary
- \_\_\_\_\_ Other: \_\_\_\_\_

**CLEARANCES:**

- \_\_\_\_\_ Subdivision Review Board/Planning Commission
- \_\_\_\_\_ Tax Affidavit
- \_\_\_\_\_ Health Department
- \_\_\_\_\_ New Street Names
- \_\_\_\_\_ Preliminary Soils Report
- \_\_\_\_\_ Vicinity/Layout Map: 8 1/2" x 11"
- \_\_\_\_\_ Bonds and Agreements
- \_\_\_\_\_ Area: Gross/Net
- \_\_\_\_\_ Checking & Inspection Agreement
- \_\_\_\_\_ Fee Payment Status
- \_\_\_\_\_ Other: \_\_\_\_\_

**SUBDIVISION REVIEW BOARD/PLANNING COMMISSION ITEMS:**

STOCK		SPECIAL		
_____ 1	_____ 13	_____ 1	_____ 13	_____ 25
_____ 2	_____ 14	_____ 2	_____ 14	_____ 26
_____ 3	_____ 15	_____ 3	_____ 15	_____ 27
_____ 4	_____ 16	_____ 4	_____ 16	_____ 28
_____ 5	_____ 17	_____ 5	_____ 17	_____ 29
_____ 6	_____ 18	_____ 6	_____ 18	_____ 30
_____ 7	_____ 19	_____ 7	_____ 19	_____ 31
_____ 8	_____ 20	_____ 8	_____ 20	_____ 32
_____ 9	_____ 21	_____ 9	_____ 21	_____ 33
_____ 10	_____ 22	_____ 10	_____ 22	_____ 34
_____ 11	_____ 23	_____ 11	_____ 23	_____ 35
_____ 12	_____ 24	_____ 12	_____ 24	_____ 36

**REMARKS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**To the Surveyor/Engineer:**

Pursuant to the Land Surveyor's Act and the Subdivision Map Act, the subject map should be corrected as indicated on the above check list and/or check print and returned to this office with the corrected (original) (prints).

By \_\_\_\_\_