



# RECORD OF SURVEY CHECK LIST

Filing Fee: \$300  
DEPARTMENT OF PLANNING AND BUILDING SERVICES  
707 Nevada Street, Suite 5 · Susanville, CA 96130-3912  
(530) 251-8269 · (530) 251-8373 (fax)  
www.co.lassen.ca.us

Business and Professions Code, Chapter 15, Division 3, Section 8700 et seq.

County File No. \_\_\_\_\_  
Submittal No. \_\_\_\_\_ Submittal Date \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_ Date Paid \_\_\_\_\_  
Surveyor \_\_\_\_\_ Checked By \_\_\_\_\_  
Survey Requested By \_\_\_\_\_ Location \_\_\_\_\_

Circle (O) indicates deficiency – Check (√) indicates no deficiency

Please do not pay filing fees until mylar submittal. Filing fees are \$75.00 plus \$8.00 for the first sheet and \$2.00 for each additional sheet.

\_\_\_ Map appears to create a division of land, Subdivision or Parcel Map required. (8762.5)

### MAP TITLE

- \_\_\_ Name of City, if applicable.
- \_\_\_ Name of County, California.
- \_\_\_ "RECORD OF SURVEY No. \_\_\_\_\_."
- \_\_\_ General description of land surveyed.
- \_\_\_ Date of Survey.
- \_\_\_ Sheet number, when two or more sheets.
- \_\_\_ Check print submittals for County Surveyor review stamped as "PRELIMINARY" or equal.

### CERTIFICATES AND OR STATEMENTS

- \_\_\_ County Recorder's Certificate (8764.5)
- \_\_\_ Surveyor's Statement (8764.5)
- \_\_\_ Signed, dated and sealed (8764.5 & 411 (h))
- \_\_\_ County Surveyor's Statement (8764.5)
- \_\_\_ Certificate per Sec. 8762.5, if applicable
- \_\_\_ Memorandum of Oaths, if applicable
- \_\_\_ Non-technical statements

### SURVEYOR'S NOTES

- \_\_\_ Basis of Bearings: map of record, celestial observation, Sate Plane Coordinates, or County Surveyor's Records
- \_\_\_ Found or set monuments should be shown with distinguishing symbols, type, size, LS or RCE No. (8764)
- \_\_\_ Symbols and nonstandard abbreviations defined (8764)

### MATHEMATICAL ACCURACY

- \_\_\_ Map loop closures less than 0.02 ft.\*
- \_\_\_ \* allowable tolerances for rounding to be expected.
- \_\_\_ Bearings shown.
- \_\_\_ Distances shown.
- \_\_\_ Overall bearings shown
- \_\_\_ Sum of parts equal total distance or delta\*.
- \_\_\_ \* allowable tolerances for rounding to be expected.
- \_\_\_ Curve data shown (minimum = Delta, Radius, Length).
- \_\_\_ Areas shown if required for survey
- \_\_\_ Others \_\_\_\_\_

### MAP BODY

- \_\_\_ Map material: Tracing cloth or polyester film; Black Ink.
- \_\_\_ Map size 18" x 26" or 460 X 660 mm with 1" margin. (8763)
- \_\_\_ Map orientation, title and map body to read from bottom or right side of sheet when north arrow points away from reader where practicable.
- \_\_\_ North Arrow. (8764)
- \_\_\_ Scale. (8764)
- \_\_\_ City, County or State boundary lines as required.
- \_\_\_ Reference to adjacent tracts or other maps of record when pertinent. (8764)
- \_\_\_ Legibility of map data. (8763)
- \_\_\_ Street and road names; widths shown
- \_\_\_ Reference for all found monuments or statement of acceptance if used as a control monument. (8764)
- \_\_\_ Reference to deeds or official records if necessary for establishment of lines or points. (8764)
- \_\_\_ Record measurements in parenthesis to be shown when beneficial to the interpretation of lines or points or substantially different from measured.
- \_\_\_ Purpose indicated for all easements,
- \_\_\_ Details needed for clarity.
- \_\_\_ Leaders (arrows) needed to clarify dimensions.
- \_\_\_ No Ditto marks.
- \_\_\_ Spelling.

### SURVEY PROCEDURES

- \_\_\_ Survey based upon sufficient control.
- \_\_\_ Additional survey information required. (8762)
- \_\_\_ Prorations correct.
- \_\_\_ Sectional breakdowns correct.
- \_\_\_ Deed interpretations correct.
- \_\_\_ Durable monuments sufficient in number. (8771)
- \_\_\_ Monuments tagged. (8772)
- \_\_\_ Relationship to adjacent lines of record (if pertinent). (8764)
- \_\_\_ Methods of establishment of lines or points where necessary. (8764)
- \_\_\_ Other \_\_\_\_\_

### TO THE SURVEYOR:

Pursuant to Section 8767 of the Land Surveyor's Act, the subject map shall be corrected as indicated on the above check list and/or check print and returned to this office with:

- Corrected Prints
- The corrected original and the \_\_\_\_\_ filing fee (payable to Lassen County Recorder)

\_\_\_\_\_  
Lassen County Surveyor