

**KERN COUNTY SURVEYOR'S OFFICE
CHECK LIST FOR TRACT MAPS PRIOR TO SUBMITTAL FOR FIRST CHECK
(First Check Print after conditional approval of tentative map.)**

GENERAL INSTRUCTIONS:

Please provide compliance with all items listed below. Submit a copy of this checklist with your initial check prints. Check off each item in the space provided (OK) or (N/A). If N/A (not applicable) is checked, provide justification or explanation. Failure to submit this checklist or address all items will result in the submittal being returned without review.

ALL MONUMENTS, EXCEPT THOSE TO BE COVERED BY MONUMENT BOND, MUST BE SET PRIOR TO SUBMITTAL OF THE ORIGINAL MAP. ALL EXTERIOR BOUNDARY MONUMENTS TO BE SET PRIOR TO RECORDING. BONDING IS OK FOR INTERIOR PARCEL MONUMENTS.

PLEASE NOTE: Items which are underlined and bold have, historically, been problem areas.

		OK	NA	COMMENTS
1.	Two prints.			
2.	Preliminary title reports issued within the past six months.			
3.	Complete traverse closure calculations which verify every course shown on map. (Closures for Boundary, Block, Lots, Sectional breakdown if applicable)			
4.	Final Map checking fee			
5.	Agrees with approved Tentative Map.			
6.	This Map complies with the Conditions of Approval: A. Survey..... B. Easement Dedications..... (1) Roads..... (2) Storm Drainage..... (3) Ingress & Egress..... (4) Public Service easement..... (5) <u>Slope Easement</u> (6) Other.....	
7.	Record bearings & distances parenthesized and source of record data identified with Map Bk & Pg or Deed Bk & Pg.			
8.	Show and tie to map all easements of record, include dedication Book and Page.			
9.	Show approved legal access with record Book and Page.			
10.	Distinctive border line (which does not obscure any text) around the exterior boundary of the land being subdivided, on the interior side of subdivision boundary (66434e).			
11.	Lot designation (66434d).			
12.	Owner's Statement (66436).			
13.	All easements shown on the map for dedication have appropriate wording in the owner's statement, purpose indicated on map and tied to map.			
14.	Notation or reference to additional information required by 66434.2 and 66434f.			

OK NA COMMENTS

15.	All monuments found, replaced or removed by construction are described as to kind, size, tag numbers, reference to origin, and tied by survey to this map. All reference monuments must be shown as the most recent replacement.			
16.	All monuments shall be set in accordance with the Land Division Ordinance and Division 8 of the Development Standards.			
17.	Monument encasements required in existing or proposed County roads are shown on map and improvement plans.			
18.	Adjoining Subdivisions shown with Recorder's Book & Page			
19.	Basis of Bearings: two found monuments on map of record, recorded deed, celestial observation, Calif. Coord. System & GPS with control scheme and reference stations used. Survey tied to Basis of Bearings (8764b).			
20.	Legend: All record data identified by Map Bk. & Pg. or Deed Bk. & Pg. Show symbols for monuments found and set. Show complete wording for all abbreviations used on map.			
21.	All distances in feet and hundredths thereof.(KC L.D.O. Section 18.45.C.16)			
22.	Bearings & distances of all lines shown.			
23.	Curve data.			
24.	Radial bearings of Non-tangent Curves.			
25.	Areas net and gross.			
26.	Sum of the increment parts equals total distance or delta angle.			
27.	Details as required for clarity.			
28.	Title Block: "Tract Map No._"; name and legal designation of property in which the survey is located; city, county, state. Minimum text height for Tract Map Number is 1/2".			
29.	Sectionalized lands: show method of subdivision.			
30.	Surveyor's/Engineer's Statement signed, sealed, exp. date (66441).			
31.	County Surveyor's Statement (66442).			
32.	Recorder's Statement (66442.5(b)).			
33.	Board of Supervisors' Statement.			
34.	Map size (18 x 26), permanent record material, one inch blank margin (66434).			
35.	Map suitable for microfilming. Minimum size lettering: 0.10".			
36.	Scale and North Arrow (standard engineering scale)			
37.	New street names approved through the appropriate street name procedures.			
38.	Street names complete, spelling correct, R/W width, centerline data.			
39.	Subdivision boundaries and lot lines are solid line; all others shown by dashed lines.			
40.	City limits lines shown.			
41.	Official plan lines, future Right-of-Way lines, parkway and bike/equestrian lines shown.			
42.	Sheets numbered (66434(B)) Example: Sheet 2 of 6 Sheets			
43.	Each lot must be shown complete on one sheet. If more than 3 sheets are required, a key diagram showing the area covered by each sheet shall appear on the title sheet or first map sheet. (K.C. L.D.O. 18.45.020A)			
44.	Easements and monuments correspond with improvement plans.			

		OK	NA	COMMENTS
45.	Monument Bond. Specify time to be set in Surveyor's/Engineer's Statement.			
46.	Location & dimensions of Floodplain Zoning or any other mappable information being required, but not affecting record title interest, shall be shown on a separate map information sheet.			
47.	<u>Any other notes required as a condition for tentative Tract Map approval, but not affecting record title interest, shall be shown on the title sheet or a separate map information sheet.</u>			
48.	<p>After the copies of the final tract map have been checked, and when the original final map is correct in all respects, it may be filed with the County Surveyor with the data, documents, bonds, money, and other matters required. <u>Applicant shall file said items a minimum of fifteen (15) working days prior to the date of intended action by the Board of Supervisors.</u> (K.C. L.D.O. 18.45.040.A.4).</p> <p>Special Handling fees: COMPLETE recording packages (map, together with ALL required documents) can be considered for the following additional fee (submitted with recording package):</p> <p style="padding-left: 40px;">11 to 14 days prior to Board date - \$100.00* 7 to 10 days prior to Board date - \$250.00* Less than 7 days prior to Board date - \$800.00*</p> <p>*Maps will not be accepted which will delay an item which was submitted on time or if the department is unable to process final map before the supplemental agenda is prepared.</p>			

Tract Maps will not be accepted for recordation until a final check is given.

Engineer/Surveyor Certification:

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, the Subdivision Map Act and County ordinances.

Date:

Signature:

LS or RCE No.