

## SURVEY REQUEST

The following is a list of minimum information required of a survey for this project.

### LEGAL DESCRIPTION:

- *Insert the legal description for the subject property*

### DRAWING REQUIREMENTS:

- Drawings shall note all dimensions and elevations in feet and tenths.
- Drawing Sheets shall be 24" x 36"
- Use scale of 1" = 20'-0" or scale appropriate to the size of the property
- Show north arrow and locate north to top of sheet.
- Provide spot elevations on paving or other hard surfaces to the nearest .05' and other surfaces to the nearest .10'.
- Benchmark with elevation noted to .01'
- Provide all requested information on one sheet.
- 3 blackline prints
- AutoCAD (version 2007) file or .DXF format CADD document for use with AutoCAD version 2007.
- Surveyor to sign and seal printed document.

### SURVEY REQUIREMENTS:

- We would like a survey that meets the minimum requirements of an ALTA/ACSM Land Title Survey, (as adopted by ALTA, ACSM, and NSPS).
- Certification by the surveyor in the manner and as specified in the ALTA/ACSM standards. More specifically:

To \_\_\_\_\_ ( *Owner* ), \_\_\_\_\_ ( *Lending Institution* ), and \_\_\_\_\_ ( *Title Company* ).

This is to certify that this survey and the map or plat on which it is based were made (i) in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, "jointly established and adopted by ALTA and ACSM in 1999, and includes items \_\_\_\_\_ ( *items selected* ) of Table A thereof and (ii) pursuant to the Accuracy Standards (as adopted by ALTA and ACSM and in effect on the date of this certification) of an Insert Urban Survey.

- More particularly the survey shall include the following items from Table A. In summary those items are:

**Item 1** – Monument placed (or a reference monument or witness to the corner) at all major corners of the boundary of the property, unless already marked.

**Item 2** – Vicinity map showing the property surveyed in reference to nearby highway(s) or major street intersection(s).

**Item 3** – Flood zone designation (with proper annotation based on Federal Flood Insurance Rate Maps or the state or local equivalent.)

**Item 4** – Land area in square feet and in acres.

**Item 5** – Contours and the datum of the elevations in 1-foot increments.

**Item 6** – Identify and show setback, height, and floor space area restrictions as disclosed by applicable zoning or building codes.

**Item 7** – Exterior dimensions of all buildings at ground level.

**Item 8** – Substantial visible improvements such as signs, parking areas, landscaping (trees and shrubs) or structures, etc.

**Item 9** – Parking areas and, if striped, the striping and the type and number of parking spaces.

**Item 10** – Indication of access to a public way such as curb cuts and driveways.

**Item 11** – Location and size of utilities, including

- Gas
- Water
- Sanitary Sewer
- Storm Sewer
- Electrical
- Telephone
- Cable Television

(NOTE TO PREPARER: Items 12 through 16 are optional and should be edited prior to submittal to surveyor.)

**Item 12** – *Governmental Agency survey-related requirements as specified by the client.*

**Item 13** – *Names of adjoining owners of platted lands.*

**Item 14** – *Observable evidence of earth moving work, building construction or building additions within recent months.*

**Item 15** – *Any changes in street right of way lines either completed or proposed, and available from the controlling jurisdiction.*

**Item 16** – *Observable evidence of site use as a solid waste dump, sump, or sanitary landfill.*

**Item 17** – The following are client specific requirements. These should be included in the survey.

- Indicate use of adjoining properties, along with current zoning of subject property and all adjoined properties.
- Location of nearest fire hydrant available to property