



GUIDE FOR THE PREPARATION
OF
TRACT MAPS, PARCEL MAPS AND
RECORDS OF SURVEY/CORNER RECORDS

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TO: All persons interested in Subdivision Map Preparation in Ventura County

SUBJECT: Guide for the Preparation of Tract Maps, Parcel Maps and Records of Survey/Corner Records

This manual has been prepared as a replacement and complete revision of the outdated Ventura County *Guide for the Preparation of Tract Maps, Parcel Maps and Records of Survey/Corner Records*.

This new manual reflects changes which have taken place during the past several years in the Subdivision Map Act and Ventura County Subdivision Ordinance relating to requirements for the preparation of Tract and Parcel Maps as well as changes in the Professional Land Surveyors' Act and Board Rules relating to Records of Survey and Corner Records.

Copies of this manual may be purchased at the Public Service Counter of the County Surveyor's Office or may be downloaded at
http://publicworks.countyofventura.org/eng_services/projects/pdf/mapguide.pdf

Sincerely,



MICHAEL K. SULLIVAN
Chief Deputy County Surveyor

FUTURE AMENDMENTS TO THIS MANUAL

Amendments to this manual may be issued from time to time.

Users of this publication may contact the Agency to determine the latest revision date.

To ascertain the current purchase price and postage charge for the manual or to purchase an updated edition, contact the Agency at the address shown below. Individual pages may be purchase at the standard price Xerox copies.

The latest version of this manual is available free on the Agency's web site:
http://publicworks.countyofventura.org/eng_services/eng_serv.htm

Agency: Public Works Agency
Engineering Services Department
County Surveyor's Public Counter
800 S Victoria Ave
Ventura CA 93009-1670

Location: The County Surveyor's Public Counter is at the
Ventura County Government Center,
Hall of Administration, Third Floor,
At the top of the escalator from the main entrance atrium.

Phone: (805) 654-2068

July 26, 2007

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SECTION 1: TRACT MAPS

OWNER'S STATEMENT

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, or (are/is) interested in, the real property included within this subdivision entitled TRACT NO. _____, shown on this map, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, that (they consent/he/she consents) to the making and recordation of said map and subdivision as shown within the exterior boundary line.

[Use appropriate identifiers in above statement and add dedications, signatures and acknowledgments as appropriate from Sections 3 and 5.]

OWNER'S STATEMENT *(for use on maps where some, but not all, of the lots are for condominium purposes)*

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, or (are/is) interested in, the real property included within this subdivision entitled TRACT NO. _____, shown on this map, and are holders of security interests within the real property included in the condominium projects within Lots ____ through ____ therein, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, that (they consent/he/she consents) to the making and recordation of said map and subdivision as shown within the exterior boundary line, and subdivision for condominium purposes within said lots...

(Use appropriate identifiers in above statement and add dedications, signatures and acknowledgments as appropriate from Sections 3 and 5.)

OWNER'S STATEMENT *(for use on condominium tract maps)*

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, record holder(s) of security interests therein, or (are/is) interested in the real property included within this subdivision and condominium project entitled TRACT NO. _____, shown on this map within the exterior boundary line and that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, that (they consent/he/she consents) to the making and recordation of said map and subdivision for condominium purposes.

[Use appropriate identifiers in above statement and add dedications, signatures and acknowledgments as appropriate from Sections 3 and 5.]

When the map is a subdivision for condominium purposes, it shall be so indicated in the title block on the map.

SECTION 1: TRACT MAPS

ENGINEER'S OR SURVEYOR'S STATEMENT

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of (name of person authorizing map) on (date). I hereby state that the survey is true and complete as shown, that all the monuments are of the character and occupy the positions indicated (or that they will be set in those positions within one year after recordation of this tract map) and that the monuments are (or will be) sufficient to enable the survey to be retraced, and that this final map substantially conforms to the conditionally approved tentative map. Tie sheets to all centerline monuments shown hereon as set by me will be on file in the office of the County Surveyor (City Engineer) prior to acceptance of the improvements into the county road (city street) system.

Date: _____, 20____



(PRINT NAME)
R.C.E. (or L.S.) No. _____ Exp. _____

SECTION 1: TRACT MAPS

COUNTY SURVEYOR'S STATEMENT

I hereby certify that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with and that I am satisfied that the map is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura



By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

CITY ENGINEER'S STATEMENT

Use dual statements beginning on page 12.

TAX COLLECTOR'S CERTIFICATE

I hereby certify that all certificates and security required under the provisions of Sections 66492 and 66493 of the Subdivision Map Act have been filed and deposited with me.

LAWRENCE L. MATHENEY
County Tax Collector
County of Ventura

By: _____
Deputy County Tax Collector

Date: _____, 20__

SECTION 1: TRACT MAPS

COUNTY RECORDER'S CERTIFICATE

Filed this _____ day of _____, 20 ____, at _____ m. in Book _____
of Miscellaneous Records (Maps) at Pages _____, at the request of
_____.

PHILIP J. SCHMIT
County Recorder
County of Ventura

By: _____
Deputy County Recorder

Note: Include sufficient space for Recorder to "fill-in" required information.

SECTION 1: TRACT MAPS

SOILS AND/OR GEOLOGIC REPORT(S)

The following soils report(s) and/or geologic report(s) relating to TRACT NO. ____ have been prepared:

Date of Report: _____

Title of Report: _____

Firm Name: _____

Engineer (or Geologist): _____

Registration No.: _____

Location where on file for public inspection: _____ (name of public agency)

City of Thousand Oaks maps only:

In addition to the above information, the map must also provide for the signature of the engineer making the soils report and the engineering geologist (if any) making the geologic report as follows:

(PRINT NAME)

Date: _____, 20__

DO NOT use seal or stamp.

SECTION 1: TRACT MAPS

BOARD OF SUPERVISORS' CERTIFICATE

This map, entitled TRACT NO. _____, is presented to the Board of Supervisors of Ventura County, California, at the meeting of said Board held on the _____ day of _____, 20____, for approval; said Board hereby approves this map...

Include acceptance statements from Section 4 as appropriate here.

In witness whereof, said Board has caused this certificate to be signed by its Chair and attested to by its Clerk and the official seal of said Board to be affixed hereto this _____ day of _____, 20____.

ATTEST:

Board of Supervisors
County of Ventura
State of California

Clerk of said Board

Chair of said Board

CITY COUNCIL'S CERTIFICATE *(for Cities of Camarillo, Fillmore, Port Hueneme, and Simi Valley)*

This map, entitled TRACT NO. _____, consisting of ____ sheets, is presented to the City Council of the City of _____ of Ventura County, California, at a regular meeting of said Council held on the ____ day of _____, 20____, for approval. Said Council hereby approves this map...

Include acceptance statements from Section 4 as appropriate here.

In witness whereof, said City Council has caused this certificate to be signed by the Mayor and attested to by the City Clerk of said City and the corporate seal of said City of _____ to be affixed hereto this _____ day of _____, 20____.

ATTEST:

City Clerk of the City
of _____

Mayor of the City
of _____

SECTION 1: TRACT MAPS

ABANDONMENT CERTIFICATE

This is to certify that pursuant to Section 66499.20½ of the Subdivision Map Act, the filing of this tract map constitutes abandonment of those portions of (describe easement to be abandoned together with name of owner and record reference which created the easement) _____

lying within the exterior boundary of this subdivision not shown on this map.

PHILIP J. SCHMIT
County Clerk
County of Ventura

Date: _____, 20____

Alternatively, Section 66434(g) may be used in above certificate (instead of Section 66499.20½). Section 66434(g) must be used if the easement being abandoned was created by an Official Records document as opposed to an easement created by a map.

City of San Buenaventura maps: Use Section 66434(g) in above certificate (instead of Section 66499.20½).

For maps within an incorporated city, substitute the County Clerk's name and title with that of the appropriate city official as follows:

Camarillo:	Deborah A. Harrington,	City Clerk
Fillmore:	Roy Payne,	City Manager
Moorpark:	Deborah S. Traffenstedt,	City Clerk
Ojai:	Carlton C. Strobel,	City Clerk
Oxnard:	Daniel Martinez,	City Clerk
Port Hueneme:	Karen B. Jackson,	City Clerk
San Buenaventura:	Mabi Covarrubias Plisky,	City Clerk
Santa Paula:	Josie Herrera,	City Clerk
Simi Valley:	Mike Sedell,	City Manager
Thousand Oaks:	Linda Lawrence,	City Clerk

SECTION 1: TRACT MAPS

ADDITIONAL MAP INFORMATION STATEMENT

NOTE TO BE ADDED ON THE FACE OF THE MAP (for simultaneously recorded document per Section 66434.2 of the Subdivision Map Act):

For additional information regarding [subject]*, pursuant to Section 66434.2 of the Subdivision Map Act, reference is made to a document recorded on _____, 20____, as Instrument No. _____ of Official Records of Ventura County.

**Per Section 66434.2 additional survey and map information may include, but need not be limited to: building setback lines, flood hazard zones, seismic lines and setbacks, geologic mapping, and archaeological sites.*

Example of separate document as referenced above:

ADDITIONAL INFORMATION PERTAINING TO TRACT NO. _____

This document is prepared for informational purposes, in conformance with Section 66434.2 of the Subdivision Map Act, to describe certain conditions as of the date of filing of the above subject tract map and is not intended to affect record title interest. This information is derived from public records or reports and this document does not imply correctness or sufficiency of those records or reports.

Lots _____ of Tract No. _____, recorded on _____, 20____, in Book _____ of Miscellaneous Records (Maps) at pages _____ through _____, Records of Ventura County lies within a special flood hazard area, Zone "A" as shown on the Federal Emergency Management Agency's (FEMA) Flood Insurance Rate Maps (FIRM) Community Panel No. 060421-0008 A.

(or use an 8½" x 11" sketch format instead of text)

SECTION 1: TRACT MAPS

SUBDIVISION MAP ACT SECTION 66477.5 CERTIFICATE

The County of Ventura [City of _____] shall, as required by California Government Code Section 66477.5 in its present form or as it may from time to time be amended, reconvey [*identify parcels and public purpose of the dedication*], as dedicated by this map, to the subdivider named below if the Board of Supervisors of the County of Ventura [City Council of the City of _____] should determine that the same public purpose for which said [*identify parcels*] were dedicated no longer exists or that said [*identify parcels and public purpose of the dedication*] or any portion thereof is not needed for public utilities, except for all or any portion of the property that is still required for that same public purpose or for public utilities.

Subdivider: [Subdivider's Name]

 [Subdivider's Address]

 [City, State, ZIP]

Use the above certificate only for land dedicated to a city or a county—conveyances to special districts are not covered.

Use only for land dedicated "in fee"—dedications of easements are not covered.

The public purpose of the dedication must be specifically stated in the above certificate.

DO NOT USE for any dedication for "open space, parks, or schools."

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF CAMARILLO

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20__

NAFTALIA F. TUCKER
City Engineer
City of Camarillo
RCE 50878 (Expires 9/30/07)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF FILLMORE

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20____

BERT J. RAPP
City Engineer
City of Fillmore
RCE 35326 (Expires 9/30/07)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20____

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF FILLMORE

CITY TREASURER'S CERTIFICATE

I hereby certify that all special assessments levied under the jurisdiction of the City of Fillmore to which the land included in the within subdivision or any part thereof is subject and which may be paid in full, have been paid in full.

Date: _____, 20__

ANGELA MENDEZ
City Treasurer
City of Fillmore

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF PORT HUENEME

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20____

KIT D. NELL
City Engineer
City of Port Hueneme
RCE 30711 (Expires 3/31/08)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20____

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF PORT HUENEME

CONDITION OF DEVELOPMENT NOTE

This map is subject to conditions, ordinances, regulations, standards, and policies that have been imposed as a condition of approval of the map. Please refer to City of Port Hueneme Planning Commission Resolution No. _____ and/or City Council Resolution No. _____ or Subdivision Committee Conditions, dated _____, 20____.

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF SAN BUENAVENTURA

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20__

RICK H. RAIVES
City Engineer
City of San Buenaventura
RCE 37064 (Expires 6/30/08)

CITY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

FRANK S. MAXIM
City Surveyor
City of San Buenaventura
LS 5685 (Expires 9/30/07)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF SAN BUENAVENTURA

CITY ENGINEER'S APPROVAL *(to be used if there is no Maintenance Assessment District—use instead of City Council's Certificate; use only if there are dedications on the map)*

The City Engineer, on behalf of the City Council of the City of San Buenaventura and pursuant to authority conferred by the Subdivision Ordinance of the City of San Buenaventura, hereby approves this map...

(Include acceptance statements from Section 4 as appropriate here)

Date: _____

RICK H. RAIVES
City Engineer
City of San Buenaventura
RCE 37064 (Exp. 6/30/08)

CITY CLERK'S CERTIFICATE *(use with above City Engineer's Approval if there is no Maintenance Assessment District)*

I hereby certify that this map entitled TRACT NO. _____, consisting of ____ sheets, was presented to, approved and signed by the City Engineer on the _____ day of _____, 20____.

In witness whereof, I have set my hand and affixed the official seal of the City of San Buenaventura this _____ day of _____, 20____.

Mabi Covarrubias Plisky
City Clerk
City of San Buenaventura

Assistant/Deputy City Clerk

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF SAN BUENAVENTURA

CITY COUNCIL'S CERTIFICATE *(to be used when the City Council approves formation of a Maintenance Assessment District—use instead of City Engineer's Approval & City Clerk's Certificate; use only if there are dedications on the map)*

This map, entitled TRACT NO. _____, consisting of _____ sheets, is presented to the City Council of the City of San Buenaventura at a regular meeting of said council held on the _____ day of _____, 20____, for approval. Said council hereby approves this map...

Include acceptance statements for Section 4 as appropriate here.

In witness whereof, said City Council has caused this certificate to be signed by the City Clerk of said City and the corporate seal of said City of San Buenaventura to be affixed hereto this _____ day of _____, 20____.

Mabi Covarrubias Plisky
City Clerk
City of San Buenaventura

CONDITION OF DEVELOPMENT NOTE

This map is subject to conditions, ordinances, regulations, standards, and policies that have been imposed as a condition of approval of the map. Please refer to City of San Buenaventura Planning Commission Resolution No. _____ and/or City Council Resolution No. _____ or Subdivision Committee Conditions, dated _____, 20____.

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF SANTA PAULA

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20__

CLIFFORD G. FINLEY
City Engineer
City of Santa Paula
RCE 46395 (Expires 3/31/09)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF SANTA PAULA

CITY COUNCIL'S CERTIFICATE

This map, entitled TRACT NO. _____, consisting of ___ sheets, is presented to the City Council of the City of Santa Paula of Ventura County, California, at a regular meeting of said Council held on the _____ day of _____, 20____, for approval. Said Council hereby approves said map...

Include acceptance statements from Section 4 as appropriate here.

In witness whereof, said City Council has caused this certificate to be signed by the Mayor and attested to by the City Clerk of said City and the corporate seal of said City of Santa Paula to be affixed hereto this _____ day of _____, 20____.

ATTEST:

Josie Herrera
City Clerk of the City of Santa Paula

(PRINT NAME)
Mayor of the City of Santa Paula

APPROVED AS TO FORM:

KARL H. BERGER
City Attorney

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF SIMI VALLEY

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20____

RONALD K. FUCHIWAKI
City Engineer
City of Simi Valley
RCE 34663 (Expires 9/30/07)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20____

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF THOUSAND OAKS

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20__

JAY T. SPURGIN
City Engineer
City of Thousand Oaks
RCE 41135 (Expires 3/31/09)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the final map entitled TRACT NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 1: TRACT MAPS

TRACT MAPS—CITY OF THOUSAND OAKS

CITY CLERK'S CERTIFICATE

I hereby certify that the City Council of the City of Thousand Oaks by resolution duly passed on the _____ day of _____, 20____, approved the attached map...

Include acceptance statements from Section 4 as appropriate here.

LINDA LAWRENCE
City Clerk
City of Thousand Oaks

Date: _____

CONDITIONAL APPROVAL NOTE

This map is subject to conditions, ordinances, regulations, standards, and policies that have been imposed as a condition of approval of the map. Please refer to City of Thousand Oaks Planning Commission Resolution No. _____ and/or City Council Resolution No. _____.

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SECTION 2: PARCEL MAPS

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SECTION 2: PARCEL MAPS

OWNER'S STATEMENT

Note: Use this statement only if the parcel map has five (5) or more parcels and/or dedications are being made by the parcel map.

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, or (are/is) interested in, the real property included within the boundary of the subdivision shown on this map, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, that (they consent/he/she consents) to the making and recordation of said map and subdivision as shown within the exterior boundary line.

(Use appropriate identifiers in above statement and add dedications, signatures, and acknowledgments as appropriate from Sections 3 and 5.)

OWNER'S STATEMENT *(for use on maps where some, but not all, of the parcels are for condominium purposes)*

Note: Use this statement only if the parcel map has five (5) or more parcels and/or dedications are being made by the parcel map.

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, or (are/is) interested in, the real property included within this subdivision entitled PARCEL MAP NO. _____, shown on this map, and are holders of security interests within the real property included in the condominium projects within Parcels ____ through ____ therein, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, that (they consent/he/she consents) to the making and recordation of said map and subdivision as shown within the exterior boundary line, and subdivision for condominium purposes within said parcels...

(Use appropriate identifiers in above statement and add dedications, signatures and acknowledgments as appropriate from Sections 3 and 5.)

SECTION 2: PARCEL MAPS

OWNER'S STATEMENT *(for use on condominium parcel maps)*

Note: Use this statement only if the parcel map has five (5) or more parcels and/or dedications are being made by the parcel map.

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, record holder(s) of security interests therein, or (are/is) interested in the real property included within this subdivision and condominium project entitled PARCEL MAP NO. _____, shown on this map within the exterior boundary line and that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, that (they consent/he/she consents) to the making and recordation of said map and subdivision for condominium purposes.

[Use appropriate identifiers in above statement and add dedications, signatures and acknowledgments as appropriate from Sections 3 and 5.]

When the map is a subdivision for condominium purposes, it shall be so indicated in the title block on the map.

SUBDIVIDER'S/OWNER'S STATEMENTS

Note: Use the following statements only if the parcel map has four (4) or fewer parcels and no dedications are being made by the parcel map.

1. Owner-Subdivider Statement

The undersigned hereby state that they are the subdividers and record title owners as defined in Section 66445(e) of the Subdivision Map Act of the real property included within the subdivision shown on this map and that they as subdividers consent to the making and recordation of said map.

2. Subdivider's Statement and Owner's Approval Statement

a. Subdivider's Statement (with separate Owner's Approval Statement)

The undersigned hereby state that they are the subdividers of the real property included within the exterior boundary of the subdivision shown on this map and that they consent to the making and recordation of said map.

SECTION 2: PARCEL MAPS

b. Owner's Approval Statement

The undersigned hereby state that they are the record title owners as defined in Section 66445(e) of the Subdivision Map Act of the real property included within the exterior boundary of the subdivision shown on this map and that they consent to the making and recordation by _____ of said map.

3. Subdivider's Statement/Leasehold Interest

a. Leasehold Subdivider's Statement

The undersigned hereby state that they are the subdividers of a leasehold interest in the real property included within the subdivision shown on this map and that they, as subdividers, consent to the making and recordation of said map.

b. Leasehold Owner's Approval

The undersigned hereby state that they are the owners of a leasehold interest in the real property included within the exterior boundary of the subdivision shown on this map and that they consent to the making and recordation by _____ of said map.

When the parcel map consists of a subdivision of a leasehold interest, it shall be so indicated in the title block on the map.

SECTION 2: PARCEL MAPS

ENGINEER'S (SURVEYOR'S) STATEMENT *(if compiled from record data)*

This map was prepared by me or under my direction and was compiled from record data in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of (name of person authorizing map) on (date). I hereby state that this parcel map substantially conforms to the approved or conditionally approved tentative map, if any.

Date: _____, 20____



(PRINT NAME)
R.C.E. (or L.S.) No. _____ Exp. _____

Statement wording required by Subdivision Map Act, Section 66449(a).

SECTION 2: PARCEL MAPS

ENGINEER'S (SURVEYOR'S) STATEMENT *(if based upon a field survey)*

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of (name of person authorizing map) on (date). I hereby state that this parcel map substantially conforms to the approved or conditionally approved tentative map, if any.

Date: _____, 20____



(PRINT NAME)
R.C.E. (or L.S.) No. _____ Exp. _____

Statement wording required by Subdivision Map Act, Section 66449(a).

Note: the above statement may be combined with the Monumentation Statement (see page 32 for combined statement).

SECTION 2: PARCEL MAPS

MONUMENTATION STATEMENT

All monuments shown on this map are of the character and occupy the positions indicated (or will be set in such positions within one year after filing of this parcel map) and are (or will be) sufficient to enable the survey to be retraced.

Date: _____, 20__



(PRINT NAME)

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

Note: the above statement may be combined with the Engineer's (Surveyor's) Statement (see page 32 for combined statement).

SECTION 2: PARCEL MAPS

ENGINEER'S (SURVEYOR'S) STATEMENT *(for use with combined Engineer's and Monumentation Statements)*

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of (name of person authorizing map) on (date). I hereby state that all the monuments are of the character and occupy the positions indicated (or will be set in such positions within one year after filing of this parcel map) and are (or will be) sufficient to enable the survey to be retraced, and that this parcel map substantially conforms to the approved or conditionally approved tentative map, if any.

Date: _____, 20____



(PRINT NAME)

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

SECTION 2: PARCEL MAPS

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with and that I am satisfied that the map is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura



By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

Statement wording required by Subdivision Map Act, Section 66450.

CITY ENGINEER'S STATEMENT

Use dual statements beginning on page 41.

SECTION 2: PARCEL MAPS

TAX COLLECTOR'S CERTIFICATE

I hereby certify that all certificates and security required under the provisions of Sections 66492 and 66493 of the Subdivision Map Act have been filed and deposited with me.

LAWRENCE L. MATHENEY
County Tax Collector
County of Ventura

By: _____
Deputy County Tax Collector

Date: _____, 20____

COUNTY RECORDER'S CERTIFICATE

Filed this _____ day of _____, 20____, at _____ m. in Book _____ of Parcel Maps, at page _____, at the request of _____.

PHILIP J. SCHMIT
County Recorder
County of Ventura

By: _____
Deputy County Recorder

Note: Include sufficient space for Recorder to "fill-in" required information.

Statement wording required by Subdivision Map Act, Section 66449(b).

SECTION 2: PARCEL MAPS

SOILS AND/OR GEOLOGIC REPORT(S)

The following soils report(s) and/or geologic report(s) relating to
PARCEL MAP NO. _____ has/have been prepared:

Date of Report: _____

Title of Report: _____

Firm Name: _____

Engineer (or Geologist): _____

Registration No.: _____

Location where on file for public inspection: _____ (name of public agency)

City of Thousand Oaks maps only:

*In addition to the above information, the map must also provide for the signature of the
engineer making the soils report and the engineering geologist (if any) making the
geologic report as follows:*

(PRINT NAME)

Date: _____, 20__

DO NOT use seal or stamp.

SECTION 2: PARCEL MAPS

ABANDONMENT CERTIFICATE

This is to certify that pursuant to Section 66499.20½ of the Subdivision Map Act, the filing of this parcel map constitutes abandonment of those portions of (describe easement to be abandoned together with name of owner and record reference which created the easement) _____

lying within the exterior boundary of this subdivision not shown on this map.

PHILIP J. SCHMIT
County Clerk
County of Ventura

Date: _____, 20____

Alternatively, Section 66445(j) may be used in above certificate (instead of Section 66499.20½). Section 66445(j) must be used if the easement being abandoned was created by an Official Records document as opposed to an easement created by a map.

City of San Buenaventura maps: Use Section 66445(j) in above certificate (instead of Section 66499.20½).

For maps within an incorporated city, substitute the County Clerk's name and title with that of the appropriate city official as follows:

Camarillo:	Deborah A. Harrington,	City Clerk
Fillmore:	Roy Payne,	City Manager
Moorpark:	Deborah S. Traffenstedt,	City Clerk
Ojai:	Carlton C. Strobel,	City Clerk
Oxnard:	Daniel Martinez,	City Clerk
Port Hueneme:	Karen B. Jackson,	City Clerk
San Buenaventura:	Mabi Covarrubias Plisky,	City Clerk
Santa Paula:	Josie Herrera	City Clerk
Simi Valley:	Mike Sedell,	City Manager
Thousand Oaks:	Linda Lawrence,	City Clerk

SECTION 2: PARCEL MAPS

ADDITIONAL MAP INFORMATION STATEMENT

NOTE TO BE ADDED ON THE FACE OF THE MAP (for simultaneously recorded document per Section 66434.2 of the Subdivision Map Act):

For additional information [subject]*, pursuant to Section 66434.2 of the Subdivision Map Act, reference is made to a document recorded on _____, 20____, as Instrument No. _____ of Official Records of Ventura County.

**Per Section 66434.2 additional survey and map information may include, but need not be limited to: building setback lines, flood hazard zones, seismic lines and setbacks, geologic mapping, and archaeological sites.*

Example of separate document as referenced above:

ADDITIONAL INFORMATION PERTAINING TO PARCEL MAP NO. _____

This document is prepared for informational purposes, in conformance with Section 66434.2 of the Subdivision Map Act, to describe certain conditions as of the date of filing of the above subject parcel map and is not intended to affect record title interest. This information is derived from public records or reports and this document does not imply correctness or sufficiency of those records or reports.

Parcels _____ of Parcel Map No. _____, recorded on _____, 20____, in Book _____ of Parcel Maps at pages _____ through _____, Records of Ventura County lie within a special flood hazard area, Zone "A" as shown on the Federal Emergency Management Agency's (FEMA) Flood Insurance Rate Maps (FIRM) Community Panel No. 060421-0008 A.

(or use an 8½" x 11" sketch format instead of text)

SECTION 2: PARCEL MAPS

SUBDIVISION MAP ACT SECTION 66477.5 CERTIFICATE

The County of Ventura [City of _____] shall, as required by California Government Code Section 66477.5 in its present form or as it may from time to time be amended, reconvey [*identify parcels and public purpose of the dedication*], as dedicated by this map, to the subdivider named below if the Board of Supervisors of the County of Ventura [City Council of the City of _____] should determine that the same public purpose for which said [*identify parcels*] were dedicated no longer exists or that said [*identify parcels and public purpose of the dedication*] or any portion thereof is not needed for public utilities, except for all or any portion of the property that is still required for that same public purpose or for public utilities.

Subdivider: [Subdivider's Name]

 [Subdivider's Address]

 [City, State, ZIP]

Use the above certificate only for land dedicated to a city or a county—conveyances to special districts are not covered.

Use only for land dedicated “in fee”—dedications of easements are not covered.

The public purpose of the dedication must be specifically stated in the above certificate.

DO NOT USE for any dedication for “open space, parks, or schools.”

CONDITIONAL CERTIFICATE OF COMPLIANCE STATEMENT

There may have been conditions placed on this Conditional Certificate of Compliance that must be satisfied prior to the issuance of any permit for development on the property. These conditions may be found in the files for this Certificate located in the office of the Ventura County Planning Division.

(Place near title block)

(Add to title block: *CONDITIONAL CERTIFICATE OF COMPLIANCE NO. _____*)

SECTION 2: PARCEL MAPS

CONSTRUCTION REQUIREMENTS STATEMENT

(For use on parcel maps of four or fewer parcels when conditions of approval require construction of improvements. Ref: Sec. 66411.1 Map Act)

In accordance with the conditions of approval for this parcel map, dated _____, the construction of (street/access road/drainage/utility/grading/fire protection/etc., as appropriate) improvements (will be required at the time a permit or other grant of approval for development of the property shown on this parcel map is issued by the local agency) (or: is required pursuant to an improvement agreement between the subdivider and the local agency).

(Note: Use only items applicable to your parcel map; modify as appropriate for unusual situations.)

COUNTY SURVEYOR'S ACCEPTANCE CERTIFICATE

The County Surveyor hereby accepts on behalf of the County of Ventura, California...

(Include acceptance statements from Section 4 as appropriate here.)

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

CITY COUNCIL'S CERTIFICATE *(for cities of Camarillo, Fillmore, Port Hueneme, and Simi Valley)*

Use only when dedications are offered on the Parcel Map.

This Parcel Map is presented to the City Council of the City of _____ at a regular meeting of said Council held on the _____ day of _____, 20____. Said Council hereby approves this map...

Include acceptance statements from Section 4 as appropriate here.

In witness whereof, said City Council has caused this certificate to be signed by the mayor and attested to by the City Clerk, and the corporate seal of said City to be affixed hereto this _____ day of _____, 20____.

ATTEST:

(PRINT NAME)
City Clerk of the City of

(PRINT NAME)
Mayor of the City of

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF CAMARILLO

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.

Date: _____, 20__

NAFTALIA F. TUCKER
City Engineer
City of Camarillo
RCE 50878 (Expires 9/30/07)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF FILLMORE

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.

Date: _____, 20____

BERT J. RAPP
City Engineer
City of Fillmore
RCE 35326 (Expires 9/30/07)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20____

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF PORT HUENEME

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.

Date: _____, 20____

KIT D. NELL
City Engineer
City of Port Hueneme
RCE 30711 (Expires 3/31/08)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20____

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF PORT HUENEME

CONDITION OF DEVELOPMENT NOTE

This map is subject to conditions, ordinances, regulations, standards, and policies that have been imposed as a condition of approval of the map. Please refer to City of Port Hueneme Planning Commission Resolution No. _____ and/or City Council Resolution No. _____ or Subdivision Committee Conditions, dated _____, 20____.

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF SAN BUENAVENTURA

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision is substantially the same as it appeared on the tentative map and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinance applicable at the time of approval of the tentative map have been complied with.

Date: _____, 20__

RICK H. RAIVES
City Engineer
City of San Buenaventura
RCE 37064 (Expires 6/30/08)

CITY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

FRANK S. MAXIM
City Surveyor
City of San Buenaventura
LS 5685 (Expires 9/30/07)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF SAN BUENAVENTURA

CITY ENGINEER'S APPROVAL *(to be used if there is no Maintenance Assessment District—use instead of City Council's Certificate; use only if there are dedications on the map)*

The City Engineer, on behalf of the City Council of the City of San Buenaventura and pursuant to authority conferred by the Subdivision Ordinance of the City of San Buenaventura, hereby approves this map...

(Include acceptance statements from Section 4, page 62, as appropriate here)

Date: _____

RICK H. RAIVES
City Engineer
City of San Buenaventura
RCE 37064 (Exp. 6/30/08)

CITY CLERK'S CERTIFICATE *(use with above City Engineer's Approval if there is no Maintenance Assessment District)*

I hereby certify that this map entitled PARCEL MAP NO. LD-_____, consisting of _____ sheets, was presented to, approved and signed by the City Engineer on the _____ day of _____, 20_____.

In witness whereof, I have set my hand and affixed the official seal of the City of San Buenaventura this _____ day of _____, 20_____.

Mabi Covarrubias Plisky
City Clerk
City of San Buenaventura

Assistant/Deputy City Clerk

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF SAN BUENAVENTURA

CITY COUNCIL'S CERTIFICATE *(to be used when the City Council approves formation of a Maintenance Assessment District—use instead of City Engineer's Approval & City Clerk's Certificate; use only if there are dedications on the map)*

This map, entitled PARCEL MAP NO. _____, consisting of ____ sheets, is presented to the City Council of the City of San Buenaventura at a regular meeting of said council held on the _____ day of _____, 20____, for approval. Said council hereby approves this map...

Include acceptance statements from Section 4 as appropriate here.

In witness whereof, said City Council has caused this certificate to be signed by the City Clerk of said City and the corporate seal of said City of San Buenaventura to be affixed hereto this _____ day of _____, 20____.

Mabi Covarrubias Plisky
City Clerk
City of San Buenaventura

If the City Council has approved the formation of a Maintenance Assessment District but there are NO dedications on the map, use only the City Engineer's Statement and City Surveyor's Statement as shown on page 46.

CONDITION OF DEVELOPMENT NOTE

This map is subject to conditions, ordinances, regulations, standards, and policies that have been imposed as a condition of approval of the map. Please refer to City of San Buenaventura Planning Commission Resolution No. _____ and/or City Council Resolution No. _____ or Subdivision Committee Conditions, dated _____, 20____.

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF SANTA PAULA

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.

Date: _____, 20____

CLIFFORD G. FINLEY
City Engineer
City of Santa Paula
RCE 46935 (Expires 3/31/09)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20____

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF SANTA PAULA

CITY COUNCIL'S CERTIFICATE

This Parcel Map is presented to the City Council of the City of Santa Paula at a regular meeting of said Council held on the _____ day of _____, 20 ____.
Said Council hereby approves said map...

Include acceptance statements from Section 4 as appropriate here.

In witness whereof, said City Council has caused this certificate to be signed by the Mayor and attested to by the City Clerk of said City and the corporate seal of said City to be affixed hereto this _____ day of _____, 20__.

ATTEST:

Josie Herrera
City Clerk of the City of Santa Paula

(*PRINT NAME*)
Mayor of the City of Santa Paula

APPROVED AS TO FORM:

KARL H. BERGER
City Attorney

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF SIMI VALLEY

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.

Date: _____, 20__

RONALD K. FUCHIWAKI
City Engineer
City of Simi Valley
RCE 34663 (Expires 9/30/07)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. _____ and I am satisfied that it is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF THOUSAND OAKS

CITY ENGINEER'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. LD _____, that the subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof, that all provisions of the Subdivision Map Act of the State of California and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.

Date: _____, 20__

JAY T. SPURGIN
City Engineer
City of Thousand Oaks
RCE 41135 (Expires 3/31/09)

COUNTY SURVEYOR'S STATEMENT

I hereby state that I have examined the map entitled PARCEL MAP NO. LD _____ and I am satisfied that it is technically correct.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 2: PARCEL MAPS

PARCEL MAPS—CITY OF THOUSAND OAKS

CITY CLERK'S CERTIFICATE

I hereby certify that the City Council of the City of Thousand Oaks by resolution duly passed on the _____ day of _____, 20____, approved the attached map...

Include acceptance statements from Section 4 as appropriate here.

LINDA LAWRENCE
City Clerk
City of Thousand Oaks

Date: _____

CONDITIONAL APPROVAL NOTE

This map is subject to conditions, ordinances, regulations, standards, and policies that have been imposed as a condition of approval of the map. Please refer to City of Thousand Oaks Planning Commission Resolution No. _____ and/or City Council Resolution No. _____ (or, Please refer to conditions of approval for LD _____ approved by the Community Development Department on _____ date _____).

SECTION 3: DEDICATION STATEMENTS

SECTION 3: DEDICATION STATEMENTS

SECTION 3: DEDICATION STATEMENTS

Dedications to be added to Owner’s Statement when applicable.

Note: If a particular offer of an easement is to be rejected, add the word “irrevocably” immediately before the word “offer” in the appropriate dedication statement.

1. And that (they do/he/she does) hereby offer to dedicate to the [County of Ventura or City of _____] for public use, the right-of-way for all streets and highways shown on this map.

For cities of Camarillo, Fillmore, and Santa Paula only:

...dedicate to the [City of _____] for public use, in fee, the right-of-way for all streets and highways shown on this map.

2. And that (they do/he/she does) hereby offer to dedicate to the [County of Ventura or City of _____] the easements for landscape maintenance, public service, storm drainage, sanitary sewer, and tree maintenance purposes shown on this map and all uses incident thereto.

For city of Thousand Oaks only:

...easements for wastewater pipelines...(instead of “easements for sanitary sewer”)

3. And that (they do/he/she does) hereby offer to dedicate to the [County of Ventura or City of _____] all rights of ingress and egress over and across the (northerly, easterly, etc.) line of lots _____ through _____ inclusive, abutting (street name) in order that the owners of said lots shall have no rights of access whatsoever to said (street name), except the general right-of-travel which belongs to the whole public.

4. And that (they do/he/she does) hereby offer to dedicate to all governmental agencies providing for the public safety, health and welfare, an access easement over _____.

For cities of Camarillo, San Buenaventura, and Thousand Oaks only:

And that (they do/he/she does) hereby offer to dedicate to the [City of _____] on behalf of all governmental agencies providing for the public safety, health and welfare, an access easement over _____.

5. And that (they do/he/she does) hereby offer to dedicate to [Ventura County Waterworks District No. 1 or other appropriate agency] the sanitary sewer easements shown on this map.

SECTION 3: DEDICATION STATEMENTS

6. And that (they do/he/she does) hereby offer to dedicate to the Ventura County Watershed Protection District the flowage easement for the flood control purpose of periodic inundation with flood and/or storm drainage waters and the right to prohibit the construction of any structures or channel improvements including but not limited to the placing of fill material or any other facilities which may obstruct the passage of flood waters within said easement as shown on this map.
7. And that (they do/he/she does) hereby offer to dedicate to [Ventura County Waterworks District No. 1 or other appropriate agency] the water pipeline easement shown on this map.
8. And that (they do/he/she does) hereby offer to dedicate _____ (identify parcel) _____ in fee to the [County of Ventura or City of _____] for _____ purposes.

OR

And that (they do/he/she does) hereby offer to dedicate _____ (identify parcel) _____ in fee to the Ventura County Watershed Protection District.

9. *For City of Camarillo, City of Fillmore, and City of San Buenaventura maps:*

... and that (they do/he/she does) hereby offer to dedicate to the City of _____ all water rights and the right to develop all water found or taken from under said real property but without the right of surface entry to develop same.

To be used only if said rights have not been previously granted to the city.

Water rights dedications on maps in the City of San Buenaventura are required only in certain areas of the city—conditions of approval will specify if the dedication is required.

All easements for public streets, pedestrian and bicycle paths, walks, and alleys and all rights of access to and from residential lots abutting on controlled access roads must be offered free and clear of any prior easements or rights-of-way, liens and encumbrances.

Check with County Surveyor's Office and/or City Engineer's Office for direction.

Include appropriate acceptance certificate(s) from Section 4.

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

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SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

ACCEPTANCE STATEMENTS for Board of Supervisors' (Tract Maps only) and City Certificates (Tract and Parcel Maps)

Include the following acceptance statements as appropriate:

1. And does hereby accept for public use the right-of-way for all streets and highways as shown on this map.
2. And also hereby accepts the easements for landscape maintenance, public service, storm drainage, sanitary sewer [or wastewater pipelines], and tree maintenance purposes as shown on this map.
3. And also hereby accepts all rights of ingress and egress as offered hereon.
4. And also hereby accepts the access easement over _____ on behalf of (or for) all governmental agencies providing for the public safety, health and welfare.
5. And also accepts _____ in fee for _____ purposes.
6. However, the offer of storm drainage easements (or as appropriate) is hereby rejected.

If a particular offer of an easement is to be rejected, add the word "irrevocably" immediately before the word "offer" in the corresponding dedication statement contained in the Owner's Statement.

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

ACCEPTANCE STATEMENTS for County Surveyor's Acceptance Certificate (for Parcel Maps in unincorporated territory only)

See Section 2 for County Surveyor's Acceptance Certificate

Include the following acceptance statements as appropriate:

1. ... for public use the right-of-way for all streets and highways as shown on this map.
2. And also hereby accepts the easements for landscape maintenance, public service, storm drainage, sanitary sewer [or wastewater pipelines], and tree maintenance purposes as shown on this map.
3. And also hereby accepts all rights of ingress and egress as offered hereon.
4. And also hereby accepts the access easement over _____ on behalf of (or for) all governmental agencies providing for the public safety, health and welfare.
5. And also accepts _____ in fee for _____ purposes.
6. However, the offer of storm drainage easements (or as appropriate) is hereby rejected.

If a particular offer of an easement is to be rejected, add the word "irrevocably" immediately before the word "offer" in the corresponding dedication statement contained in the Owner's Statement.

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

**LAKE SHERWOOD COMMUNITY SERVICES DISTRICT ACCEPTANCE
CERTIFICATE**

The Lake Sherwood Community Services District hereby accepts the easements for _____, as shown on this map pursuant to authority conferred by Resolution of the Board of Supervisors of Ventura County adopted on April 7, 1998.

Date: _____, 20__

LAKE SHERWOOD COMMUNITY
SERVICES DISTRICT

RONALD C. COONS
General Manager

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

**VENTURA COUNTY WATERSHED PROTECTION DISTRICT ACCEPTANCE
CERTIFICATE**

The Ventura County Watershed Protection District hereby accepts [Parcel X in fee or the flowage easement] as offered.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

**VENTURA COUNTY WATERWORKS DISTRICT NO. 1 ACCEPTANCE
CERTIFICATE**

This is to certify that the [water pipeline easement or as appropriate] offered hereon to the Ventura County Waterworks District No. 1, a governmental agency, is hereby accepted by the undersigned officer on behalf of said district pursuant to authority conferred by resolution of the Board of Supervisors of Ventura County adopted on April 7, 1998.

Date: _____, 20__

RONALD C. COONS
County Surveyor
County of Ventura

By: _____
MICHAEL K. SULLIVAN
Chief Deputy County Surveyor
P.L.S. No. 6254 (Expires 6/30/08)

**VENTURA COUNTY WATERWORKS DISTRICT NO. 8 ACCEPTANCE
CERTIFICATE**

For use on City of Simi Valley tract and parcel maps:

Ventura County Waterworks District No. 8 hereby accepts the [water pipeline easement or as appropriate] as shown on this map and in witness thereof has caused this certificate to be signed by the District Engineer pursuant to authority conferred by Resolution No. WWD-20 of the Board of Directors of said district.

Date: _____, 20__

District Engineer
Ventura County Waterworks
District No. 8

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

ACCEPTANCE STATEMENTS—CITY OF SAN BUENAVENTURA

1. ...and accepts the following offers of dedication:

...for public use the right-of-way for all streets and highways as shown on this map.

...the easements for landscape maintenance, public service, storm drainage, sanitary sewer, and tree maintenance purposes as shown on this map.

...all rights of ingress and egress as offered hereon.

...the access easement over _____
_____ on behalf of all governmental agencies providing for the public safety, health and welfare.

..._____ in fee for
_____ purposes.

2. ...and accepts the following offers of dedication subject to improvement:

(Include description of dedication like in item 1, above, as appropriate here)

3. ...and rejects the following offers of dedication:

(Include description of offers being rejected as appropriate here)

WATER RIGHTS ACCEPTANCE *(for City of Camarillo, City of Fillmore, and City of San Buenaventura Maps)*

Add to City Council's or City Engineer's Certificate when appropriate.

...and also accepts all water rights as offered hereon.

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

CITY OF SIMI VALLEY CERTIFICATE

This is to certify that the right-of-way for all streets and highways for public use shown on this parcel map *(also describe other easements being accepted for public use)* are hereby accepted by the undersigned City Manager on behalf of the City Council of the above named City pursuant to Section 66463 of the Subdivision Map Act and to authority conferred by Resolution of such City Council on November 24, 1969, and the grantee consents to the recording thereof by the City Manager.

Date: _____, 20__

Mike Sedell
City Manager, City of Simi Valley

(Use on parcel maps where there is no subdivision improvement agreement for construction of public improvements. If such an agreement exists, use City Council's Certificate, page 40)

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

CAMARILLO SANITARY DISTRICT ACCEPTANCE CERTIFICATE

Camarillo Sanitary District does hereby accept the easements as herein offered for sanitary sewer purposes and in witness whereof said District has caused this certificate to be signed by the District Manager and attested to by the Assistant Secretary of said District.

This _____ day of _____, 20____.

District Manager
Camarillo Sanitary District

ATTEST: _____
Assistant Secretary
Camarillo Sanitary District

TRIUNFO SANITATION DISTRICT ACCEPTANCE CERTIFICATE

The Triunfo Sanitation District hereby accepts the sanitary sewer easements as offered.

Date: _____, 20____

Chair of the Board
Triunfo Sanitation District

ATTEST: _____
Clerk of the Board
Triunfo Sanitation District

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

CONEJO RECREATION AND PARK DISTRICT ACCEPTANCE CERTIFICATE

I hereby certify that the Conejo Recreation and Park District accepts the interest in the real property conveyed [as Lot _____ of Tract No. _____ for public park purposes or as appropriate] as shown on this map. Such acceptance is hereby done on behalf of the District Board of Directors pursuant to authority conferred by said Board of Directors of the Conejo Recreation and Park District.

Date: _____, 20__

Jim Friedl, General Manager
Conejo Recreation and Park District

PLEASANT VALLEY RECREATION AND PARK DISTRICT ACCEPTANCE CERTIFICATE

I hereby certify that the Pleasant Valley Recreation and Park District accepts the _____ as shown on this map. Such acceptance is hereby done on behalf of the district Board of Directors pursuant to authority conferred by said Board of Directors of the Pleasant Valley Recreation and Park District.

Date: _____, 20__

Daniel L. La Brado, General Manager
Pleasant Valley Recreation and
Park District

RANCHO SIMI RECREATION AND PARK DISTRICT ACCEPTANCE CERTIFICATE

The Rancho Simi Recreation and Park District hereby accepts _____ as shown on this map.

Date: _____, 20__

ATTEST:

Clerk of the Board

Chair of the Board

SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

CAMROSA WATER DISTRICT ACCEPTANCE CERTIFICATE

This is to certify that Camrosa Water District does hereby accept the easements as herein offered for water pipeline and sanitary sewer purposes and in witness whereof said district has caused this certificate to be signed by the general manager of said district.

Date: _____, 20__

Richard H. Hajas
General Manager
Camrosa Water District

PLEASANT VALLEY COUNTY WATER DISTRICT ACCEPTANCE CERTIFICATE

This is to certify that the interest in real property conveyed herein to the Pleasant Valley County Water District, a public entity, is hereby accepted by the duly authorized officer of said district.

Date: _____, 20__

Pleasant Valley County Water District

SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

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SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

INDIVIDUAL

(PRINT NAME)

CORPORATION

ABC Corporation, a California corporation

By: _____
(PRINT NAME AND TITLE)

By: _____
(PRINT NAME AND TITLE)

*Two signatures are required. If they are the same individual, he or she must hold corporate offices in each of the following two categories: 1) Chairman of the Board, President, or any Vice President; **and** 2) Secretary, any Assistant Secretary, the Chief Financial Officer, or any Assistant Treasurer.*

PARTNERSHIP

XYZ, a partnership

By: _____
(PRINT NAME), Partner

Limited partners' signatures are not required.

CORPORATION AS A PARTNER IN A PARTNERSHIP

XYZ, a partnership

By: ABC Corporation, a California corporation
Partner

By: _____
(PRINT NAME AND TITLE)

By: _____
(PRINT NAME AND TITLE)

*Two signatures are required. If they are the same individual, he or she must hold corporate offices in each of the following two categories: 1) Chairman of the Board, President, or any Vice President; **and** 2) Secretary, any Assistant Secretary, the Chief Financial Officer, or any Assistant Treasurer.*

SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

PARTNERSHIP AS A PARTNER IN ANOTHER PARTNERSHIP

XYZ, a partnership

By: LMN, a partnership
Partner

By: _____
(PRINT NAME), Partner

By: _____
(PRINT NAME), Partner

TRUSTEE (OR BENEFICIARY) UNDER A DEED OF TRUST

(Name), trustee (or beneficiary) under deed of trust recorded (date) as Document No. _____ (or Book _____, Page _____) of Official Records.

(PRINT NAME)

Except on parcel maps of four or fewer parcels, where dedications or offers of dedications are not required, the signature(s) of either the beneficiary or the trustee under a deed of trust, but not both, may be omitted. Refer to subdivision guarantee for guidance.

ATTORNEY IN FACT

(Owner's name signed by Attorney in Fact)

By: _____
Attorney in Fact

PUBLIC CORPORATION, AGENCY OR POLITICAL SUBDIVISION

(NAME OF PUBLIC CORPORATION, AGENCY OR POLITICAL SUBDIVISION)

(PRINT NAME AND TITLE OF OFFICER)

SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

CERTIFICATE OF ACKNOWLEDGMENT

State of California }
County of _____ }

On _____ before me, (here insert name and title of the officer), personally appeared _____

_____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature _____

(Seal)*

**Note: Section 66436(c) of the Subdivision Map Act provides as follows: A notary acknowledgment shall be deemed complete for recording without the official seal of the notary, so long as the name of the notary, the county of the notary's principal place of business, and the notary's commission expiration date are typed or printed below or immediately adjacent to the notary's signature in the acknowledgment.*

SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

CERTIFICATE OF ACKNOWLEDGMENT (SUBSCRIBING WITNESS)

State of California }
County of _____ }

On _____ before me, (here insert name and title of the officer), personally appeared _____ (subscribing witness' name) personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument, as a witness thereto, who, being by me duly sworn, deposed and said that he/she was present and saw _____ (name of principal), the same person described in and whose name is subscribed to the within and annexed instrument in his/her authorized capacity as a party thereto, execute the same, and that said affiant subscribed his/her name to the within instrument as a witness at the request of _____ (name of principal).

WITNESS my hand and official seal.

Signature _____ (Seal)*

**Note: Section 66436(c) of the Subdivision Map Act provides as follows: A notary acknowledgment shall be deemed complete for recording without the official seal of the notary, so long as the name of the notary, the county of the notary's principal place of business, and the notary's commission expiration date are typed or printed below or immediately adjacent to the notary's signature in the acknowledgment.*

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

TRACT MAPS AND PARCEL MAPS WITH FIVE OR MORE PARCELS AND/OR
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DEDICATIONS REQUIRED 76

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

TRACT MAPS AND PARCEL MAPS WITH FIVE OR MORE PARCELS AND/OR DEDICATIONS REQUIRED

Section 66436 of the Subdivision Map Act requires a statement, signed and acknowledged by all parties having any record title interest in the real property subdivided by Tract Maps, Parcel Maps containing five or more parcels or Parcel Maps offering dedications on the map. The following three exceptions to this requirement are permitted if the names and the nature of their interests are stated on the map, and the procedures of said section are followed:

1. Rights-of-way, easements or other interests which cannot ripen into a fee, except those owned by a public entity, public utility, or subsidiary of a public utility for conveyance to the public utility for rights-of-way. If, however, the legislative body or advisory agency determines that division and development of the property in the manner set forth on the approved or conditionally approved tentative map will not unreasonably interfere with the free and complete exercise of the public entity or public utility right-of-way or easement, the signature of the public entity or public utility may be omitted.

Place the following note on the title sheet:

The signature of _____, present owner of an easement for _____, as disclosed by deed recorded (date) as Document No. _____ (or in Book _____, Page _____) of Official Records of Ventura County, has been omitted under the provisions of Section 66436(a)(3)(A) of the Subdivision Map Act, their interest is such that it cannot ripen into a fee title and said signature is not required by the governing body.

2. Rights-of-way, easements, or reversions, which by reason of changed conditions, long disuse, or laches appear to be no longer of practical use or value and signatures are impossible or impractical to obtain. A statement of the circumstances preventing the procurement of the signatures shall also be stated on the map.

Place the following note on the title sheet:

The signature of _____, present owner of an easement for _____, as disclosed by deed recorded (*date*) as Document No. _____ (or in Book _____, Page _____) of Official Records of Ventura County, has been omitted under the provisions of Section 66436(a)(3)(B) of the Subdivision Map Act, since by reason of changed conditions, long disuse, or laches said interest appears to be no longer of practical use or value and signature is impossible or impractical to obtain because _____.

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

3. Interests in, or rights to, minerals, including but not limited to, oil, gas, or other hydrocarbon substances.

Place the following note on the title sheet:

The signature of _____, owner of _____ (*nature of interest*) _____, as disclosed by deed recorded (*date*) as Document No. _____ (or in Book _____, Page _____) of Official Records of Ventura County, has been omitted under the provisions of Section 66436(a)(3)(C) of the Subdivision Map Act.

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

PARCEL MAPS WITH FOUR OR FEWER PARCELS AND NO DEDICATIONS REQUIRED

For Parcel Maps with four or fewer parcels, where dedications or offers of dedication are not being made on the map, the following procedures should be used:

1. The signatures of lessees, trustees or beneficiaries under deeds of trust, public entities or public utilities who are easement owners are omitted pursuant to Section 66445(e) of the Subdivision Map Act.

Place the following note on the title sheet:

The signature of _____, present owner of an easement for _____ as disclosed by deed (or trustee under deed of trust) recorded [date] as Document No. _____ (or in Book _____, Page _____) of Official Records of Ventura County, has been omitted under the provisions of Section 66445(e) of the Subdivision Map Act.

2. The signatures of private easement owners are omitted pursuant to Section 66436(a)(3)(A) of the Subdivision Map Act.

Place the following note on the title sheet:

The signature of _____, present owner of an easement for _____ as disclosed by deed recorded (date) as Document No. _____ (or in Book _____, Page _____) of Official Records of Ventura County, has been omitted under the provisions of Section 66436(a)(3)(A) of the Subdivision Map Act.

3. The signatures of mineral rights owners are omitted pursuant to Section 66436(a)(3)(C) of the Subdivision Map Act.

Place the following note on the title sheet:

The signature of _____, owner of _____ (*nature of interest*) _____, as disclosed by deed recorded [date] as Document No. _____ (or in Book _____, Page _____) of Official Records of Ventura County, has been omitted under the provisions of Section 66436(a)(3)(C) of the Subdivision Map Act.

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

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SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

WHEN TO FILE A RECORD OF SURVEY

Every survey relating to land boundaries or property lines by a professional land surveyor using existing township plats or notes, subdivision maps, official maps, or records of survey that discloses any one of the following must be documented by a record of survey:

Material discrepancies with the data contained on a map of record concerning the position of points, lines, or dimensions.

Evidence that might result in materially alternate positions for property lines or points.

The establishment of the location of points or lines not ascertainable from an inspection of the data shown on a map of record.

Material evidence or physical change is found which does not appear on the existing maps or notes.

A point or line set or established on the ground for a parcel described in a property description contained in any deed or other instrument of title that is not shown on a map of record.

Exemptions to the requirement to file a record of survey are identified at Section 8765 of the PLSA.

The map size, content and required statements are identified at Sections 8763, 8764, and 8764.5 of the PLSA. No other statements may appear on the face of the map except those required or authorized by the PLSA.

A record of survey shall be filed with the county surveyor within ninety (90) days after the completion of the survey or the setting of boundary monuments. The professional land surveyor or registered civil engineer shall notify the county surveyor by letter if reasons beyond the surveyor's control will prevent filing within the ninety- (90) day time limit. The letter shall include the reason for delay, and estimate of the date of filing, and the assessor's parcel number.

The professional land surveyor or registered civil engineer shall provide information requested by the county surveyor without unreasonable delay when others are performing other surveys in the same location.

A professional land surveyor or registered civil engineer shall resubmit a record of survey previously examined by the county surveyor within sixty (60) days, or within the time mutually agreed upon by the professional land surveyor and county surveyor, to the county surveyor. The record of survey must address the items contained in the

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

written statement by the county surveyor that accompanied the examined map noting the changes necessary to make the map conform to the requirements of Section 8766. The professional land surveyor and county surveyor shall attempt to reach agreement regarding the language for the explanation of the differences. Notations by the professional land surveyor and county surveyor shall be added to the record of survey to explain any differences of opinion, and shall be sufficiently specific to identify the factual basis of the difference. A county surveyor shall file a resubmitted record of survey when a professional land surveyor or registered civil engineer requests filing without further change.

Subsequent to the filing of a record of survey, amended record of survey, or certificate of correction, the professional land surveyor who prepared the document shall transmit a copy of the document, including all recording information, to the county surveyor for indexing purposes.

A record of survey shall not be used to divide land into additional parcels unless it is accompanied by a certificate by the appropriate jurisdiction that the land division is in compliance with the provisions of the Subdivision Map Act, Division 2 (Commencing with Section 66410) of Title 7 of the Government Code and any applicable local ordinances enacted pursuant thereto.

The Board, within its power to administer the PLSA, may establish regulations for the preparation, review, and filing of records of survey.

(Cal. Code Regs. § 465, Bus. & Prof. Code § 8710, 8762, 8762.5, 8768, 8774.5)

From Board for Professional Engineers and Land Surveyors' "Plain Language Pamphlet of the Important Laws and the Board Rules Regulating the Practice of Professional Land Surveying in California" available at http://www.dca.ca.gov/pels/e_plpls.pdf

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

SUBMITTAL REQUIREMENTS

Requirements for Records of Survey submitted to the Ventura County Surveyor's Office

- a) Copies of all research material used to prepare the map are furnished.
- b) Complete closure calculations are furnished. (If computer printouts are furnished, input and output shall be adequately labeled).
- c) \$340 fee for 1st check and \$240 fee for subsequent checks. Two (2) copies of map or original mylar(s).

From Board of Supervisors action of March 24, 1981 (Order 239) and Ventura County Ordinance No. 4306, June 22, 2004.

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

CEAC (COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA) GUIDE

As a general practice, the County of Ventura Surveyor's Office follows the recommendations contained in the County Engineers Association of California "Guide to the Preparation of Records or Survey and Corner Records."

(See www.ceaccounties.org/resource_center/survey_guide.pdf)

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

RECORD OF SURVEY CHECKLIST

First Check _____ RS No. _____
Recheck No. _____ Fee Paid \$ _____ Date Paid _____ Date _____
Surveyor/Engineer _____ Checked by _____
Survey Requested by _____ Location _____

Cross (X) indicates deficiency – Check (✓) indicates no deficiency

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

_____ Map appears to create a division of land; Tract or Parcel Map required (8762.5)

MAP TITLE

_____ Name of City, if applicable
_____ Ventura County, California
_____ "RECORD OF SURVEY"
_____ General description of land surveyed [8764 (c)]
_____ Date of survey [8764 (c)]
_____ Sheet number, when two or more sheets

CERTIFICATES

_____ County Recorder's Certificate (8764.5)
_____ Surveyor's Statement (8764.5)
_____ Signed and sealed (8764.5)
_____ County Surveyor's Statement (8764.5)
_____ Certificate per Sec.8762.5, if applicable
_____ Memorandum of oaths, if applicable (8760)
_____ No nontechnical certificates or statements on map (8764.5)

SURVEYOR'S NOTES

_____ Basis of Bearings: map of record, celestial observation, State Plane Coordinates, or County Surveyor's Records [8764 (b)]
_____ Monument symbols defined. Must include type, size, LS or RCE No. (8764)
_____ Symbols and nonstandard abbreviations defined [8764 (g)]

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

MATHEMATICAL ACCURACY

- _____ Map loop closures less than 0.02 ft.
- _____ All bearings shown [8764 (b)]
- _____ All distances shown [8764 (b)]
- _____ All overall bearings shown
- _____ Sum of parts equal total distance or delta
- _____ All curve data shown (minimum = delta, radius, arc length)
- _____ All radial bearings shown where required
- _____ All areas shown (if required)
- _____ Other

MAP BODY

- _____ Map material; tracing cloth or polyester base film; black ink
- _____ Map size: 18" x 26" or 460 x 660 mm (8763)
- _____ Margin: 1" or 025 mm all around (8763)
- _____ Map orientation, title and map body to read from bottom or right side of sheet when north arrow points away from reader
- _____ North arrow (8764)
- _____ Graphic scale (8764)
- _____ City or County boundary lines as required
- _____ Reference to adjacent tracts or other maps of record when pertinent [8764 (d)]
- _____ Legibility of map data (8763)
- _____ Street names and 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 the establishment of lines or points (8764)
- _____ Record measurements in parentheses to be shown when beneficial to the interpretation of lines or points or substantially different from measured
- _____ Purpose indicated for all easements shown
- _____ Details if required for clarity
- _____ Arrows if needed to clarify dimensions
- _____ No ditto marks
- _____ Spelling

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

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 when pertinent (8764)
- _____ Methods of establishment of lines or points shown where necessary (8764)
- _____ Other _____

To the Surveyor/Engineer:

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

Corrected prints and \$ _____ recheck fee

The corrected original and the \$ _____ filing fee
(payable to the Ventura County Recorder)

MICHAEL K. SULLIVAN
Chief Deputy County Surveyor

By: _____

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

CORNER RECORDS

When a corner established by the survey of the public lands of the United States is used, the professional land surveyor shall file a corner record with the county surveyor in the county where the corner is located. When a record is to be filed, the professional land surveyor shall reconstruct or rehabilitate the monument and accessories to a reasonably permanent physical condition.

A corner record is not required when a record of survey, parcel or final map including proper notations relative to the corner will be filed or the corner is found as described on an existing "corner record." A lost corner shall be reestablished and shown on a record of survey.

Any person authorized to practice land surveying may file a corner record for any other corner or reference point to a property corner if a record of survey is not required to be filed.

The Board has established the corner record form to be used and set the time limits within which the form shall be filed.

(Cal. Code Regs. § 464, Bus. & Prof. Code § 8765, 8773, 8773.1, 8773.2, 8773.3, 8773.4)

From Board for Professional Engineers and Land Surveyors' "Plain Language Pamphlet of the Important Laws and the Board Rules Regulating the Practice of Professional Land Surveying in California" available at http://www.dca.ca.gov/pels/e_plpls.pdf

SECTION 8: MISCELLANEOUS

SECTION 8: MISCELLANEOUS

TRACT MAP AND PARCEL MAP CHECKLIST 87
GUIDE AND REFERENCES FOR PREPARING AND CHECKING TRACT MAPS AND
PARCEL MAPS 92

SECTION 8: MISCELLANEOUS

TRACT MAP AND PARCEL MAP CHECKLIST

To: _____
Name

Address

From: County of Ventura
Public Works Agency
County Surveyor's Office

Tract No. _____ or Parcel Map No. _____

Planning Commission approval dated _____ Expires _____

Extension dated _____ Expires _____

Zone _____ Minimum Lot/Parcel Size _____
(Gross) (Net)

Exterior Boundary contains _____ acres

	Date Received	Checked By	Date Completed
1 st Check	_____	_____	_____
2 nd Check	_____	_____	_____
3 rd Check	_____	_____	_____

General Comments/Instructions

Return this checklist with marked-up check print and new check prints (or originals) after corrections have been made. Also return all items in the map check package, including references, correspondence, title work, calculations, and previous mark-ups.

Items marked in green on checklist and check print are OK and items in red need review and/or correction prior to recordation of the map.

To minimize delays in the final approval of the map, changes in information greened out on the check print(s) or the addition of information not specifically requested on the checklist or on the marked up check print(s) should be brought to our attention in writing, or noted on a print of the next submittal.

If you have any questions regarding this map, please contact Wayne Battleson at 654-2089 or e-mail wayne.battleson@ventura.org.

SECTION 8: MISCELLANEOUS

TRACT MAP AND PARCEL MAP CHECKLIST

A. MAP SUBMITTAL

- | | 1st | 2nd | 3rd | |
|-----|-----------------------|-----------------------|-----------------------|--|
| 1. | _____ | _____ | _____ | Unincorporated territory |
| 2. | _____ | _____ | _____ | Tract No. or Parcel Map No. issued |
| 3. | _____ | _____ | _____ | Dashed numbers for phasing separately issued |
| 4. | _____ | _____ | _____ | Two (2) copies of map |
| 5. | _____ | _____ | _____ | Preliminary Title Report with legal description |
| 6. | _____ | _____ | _____ | Preliminary Subdivision Guarantee |
| 7. | _____ | _____ | _____ | Deeds, maps, and documents used to prepare map |
| 8. | _____ | _____ | _____ | Closure calculations |
| 9. | _____ | _____ | _____ | Office sketches (if applicable) |
| 10. | _____ | _____ | _____ | Evidence of compliance with Map Act Section 66436(a)(3)(A) |
| 11. | _____ | _____ | _____ | Copies of other pertinent data |
| 12. | _____ | _____ | _____ | Tentative Map |
| 13. | _____ | _____ | _____ | Conditions of Approval |
| 14. | _____ | _____ | _____ | Conditional Certificate of Compliance Approval |
| 15. | _____ | _____ | _____ | Assessor's Parcel Map |
| 16. | _____ | _____ | _____ | |

B. TITLE BLOCK

- | | 1st | 2nd | 3rd | |
|----|-----------------------|-----------------------|-----------------------|--|
| 1. | _____ | _____ | _____ | "TRACT NO. _____" or "PARCEL MAP NO. _____" |
| 2. | _____ | _____ | _____ | Legal subdivision designation and record reference |
| 3. | _____ | _____ | _____ | Location—county or city |
| 4. | _____ | _____ | _____ | Dated |
| 5. | _____ | _____ | _____ | "For Condominium Purposes" in title block if applicable |
| 6. | _____ | _____ | _____ | Gross area of subdivision on title sheet or first map sheet |
| 7. | _____ | _____ | _____ | "Conditional Certificate of Compliance No. _____" in title block if applicable |
| 8. | _____ | _____ | _____ | Title block on each sheet |
| 9. | _____ | _____ | _____ | |

C. CERTIFICATES/STATEMENTS ON TITLE SHEET

- | | 1st | 2nd | 3rd | |
|----|-----------------------|-----------------------|-----------------------|---|
| 1. | _____ | _____ | _____ | Prepared by land surveyor or qualifying civil engineer |
| 2. | _____ | _____ | _____ | County Tract Maps must use preprinted title sheet |
| 3. | _____ | _____ | _____ | Surveyor's Certificate, signature, license no., seal, and expiration date |
| 4. | _____ | _____ | _____ | Co. Surveyor's and/or City Engineer's Statements |
| 5. | _____ | _____ | _____ | Recorder's Certificate |
| 6. | _____ | _____ | _____ | Tax Collector's Certificate |
| 7. | _____ | _____ | _____ | Owner's Development Lien Notice, if any (tract maps only) |

SECTION 8: MISCELLANEOUS

- | | | | | |
|-----|-------|-------|-------|---|
| 8. | _____ | _____ | _____ | Soils and /or geologic report |
| 9. | _____ | _____ | _____ | Abandonment Certificate |
| 10. | _____ | _____ | _____ | Additional Map Information Statement |
| 11. | _____ | _____ | _____ | Section 66477.5 Statement |
| 12. | _____ | _____ | _____ | City Treasurer's Certificate (City of Fillmore only) |
| 13. | _____ | _____ | _____ | Condition of Development Note (Cities of Port Hueneme and San Buenaventura) |
| 14. | _____ | _____ | _____ | Conditional Approval Note (City of Thousand Oaks) |
| 15. | _____ | _____ | _____ | Monumentation Statement for Parcel Maps |
| 16. | _____ | _____ | _____ | Owner's or Subdivider's Statement |
| 17. | _____ | _____ | _____ | Dedications of easements |
| 18. | _____ | _____ | _____ | Ownership checked against preliminary subdivision guarantee |
| 19. | _____ | _____ | _____ | Signatures and acknowledgments |
| 20. | _____ | _____ | _____ | Signature omission statements |
| 21. | _____ | _____ | _____ | Sec. 66436 evidence of compliance if necessary |
| 22. | _____ | _____ | _____ | Dedications for schools |
| 23. | _____ | _____ | _____ | Dedication of access rights |
| 24. | _____ | _____ | _____ | Dedications to V.C.W.P.D. |
| 25. | _____ | _____ | _____ | Governmental agency access easements over private streets |
| 26. | _____ | _____ | _____ | Dedication of park sites or other public use easements |
| 27. | _____ | _____ | _____ | Acceptance certificates for V.C.W.P.D. and other districts |
| 28. | _____ | _____ | _____ | Board (or Council) approval/acceptance certificate |
| 29. | _____ | _____ | _____ | City Manager's Acceptance (City of Simi Valley parcel maps) |
| 30. | _____ | _____ | _____ | Co. Surveyor's acceptance certificate on Co. parcel maps |
| 31. | _____ | _____ | _____ | Dedications by separate document |
| 32. | _____ | _____ | _____ | Signatures in black opaque ink |
| 33. | _____ | _____ | _____ | Easements blanket in nature |
| 34. | _____ | _____ | _____ | Subordination of prior easements within streets, etc. |
| 35. | _____ | _____ | _____ | Construction Requirements Statement for Parcel Maps |
| 36. | _____ | _____ | _____ | Reversion to acreage or resubdivision |
| 37. | _____ | _____ | _____ | |

D. MAP REQUIREMENTS

- | | 1st | 2nd | 3rd | |
|-----|-----------------------|-----------------------|-----------------------|--|
| 1. | _____ | _____ | _____ | Conforms to tentative and conditions |
| 2. | _____ | _____ | _____ | Lots/parcels contain minimum area required by zoning |
| 3. | _____ | _____ | _____ | Proper map material and coating |
| 4. | _____ | _____ | _____ | Sheet size: 18" x 26" |
| 5. | _____ | _____ | _____ | Marginal line with blank margin 1" on all sides |
| 6. | _____ | _____ | _____ | Scale 1" = 40', 1" = 50', 1" = 100' or as approved |
| 7. | _____ | _____ | _____ | Scale large enough/enough sheets to show details |
| 8. | _____ | _____ | _____ | Graphic scale |
| 9. | _____ | _____ | _____ | Exterior boundary line width |
| 10. | _____ | _____ | _____ | North arrow |

SECTION 8: MISCELLANEOUS

- 11. _____ Map orientation/lettering
- 12. _____ Sheet numbers
- 13. _____ Key map on first map sheet
- 14. _____ Location map on first map sheet
- 15. _____ Access to maintained public street
- 16. _____ Lot frontage 40' minimum
- 17. _____ Flag lot 20' minimum width
- 18. _____ Bearings and lengths on all lines
- 19. _____ Curve data
- 20. _____ Entire lot or parcel shown on one sheet
- 21. _____ No ditto marks
- 22. _____ Radial bearings to lot corners on curves
- 23. _____ Widths shown on streets and other easements
- 24. _____ No lots divided by boundary of city or special district
- 25. _____ Proposed or existing easements identified
- 26. _____ Dimensions of easements
- 27. _____ Ties to easements if lot or parcel is less than ten acres
- 28. _____ Overhead utility easements
- 29. _____ Underground utility easements
- 30. _____ City boundaries shown and tied to survey
- 31. _____ Lot or parcel number same as tentative map
- 32. _____ "Parcel X" for flood control purposes
- 33. _____ Lettered "Parcel A", etc. for other dedicated parcels
- 34. _____ Basis of bearings
- 35. _____ Streets named (no abbreviations)
- 36. _____ Gross/net areas 1<10 acres; gross area > 10 acres to nearest hundredth; gross area within subdivision boundary on title or first map sheet
- 37. _____ Traverse closures 1:10,000
- 38. _____ Lettering no smaller than 0.08"
- 39. _____ References for adjoining lands
- 40. _____ Enlarged details; scale
- 41. _____ Symbols and abbreviations defined
- 42. _____ Easements to be quitclaimed
- 43. _____ Nearest street intersection if needed to locate subdivision
- 44. _____ Relationship to adjoining sheets
- 45. _____ Sufficient use of arrows to show limits of courses
- 46. _____ Lots with equal depths
- 47. _____ All blocks dimensioned
- 48. _____ Exterior boundary dimensioned
- 49. _____ Deed reference for designated remainder >5 acres
- 50. _____ "Remainder Parcel" designation for remainder of parent parcel of phased map
- 51. _____

SECTION 8: MISCELLANEOUS

E. SURVEY CONTROL

	1 st	2 nd	3 rd	
1.	_____	_____	_____	Sufficient survey and mathematical data; boundary agrees with title report description
2.	_____	_____	_____	Conformance to record and relation to other surveys; both record and measured data shown
3.	_____	_____	_____	Treatment of discrepancies
4.	_____	_____	_____	Ties to adjacent subdivisions; references to controlling maps and deeds
5.	_____	_____	_____	Monument identification/sufficiency
6.	_____	_____	_____	Monuments set and tagged by surveyor signing map
7.	_____	_____	_____	Exterior boundary monuments are 1½" IP x 18"
8.	_____	_____	_____	Street centerlines monumented; street(s) abutting subdivision
9.	_____	_____	_____	Standard centerline survey monuments
10.	_____	_____	_____	Lot corners monumented
11.	_____	_____	_____	Points reset by ties so indicated
12.	_____	_____	_____	Co. Surveyor's centerline surveys to be considered
13.	_____	_____	_____	Basis that map is prepared from
14.	_____	_____	_____	Map based on California Coordinate System
15.	_____	_____	_____	Monuments to be set within one year
16.	_____	_____	_____	Boundary properly established
17.	_____	_____	_____	

SECTION 8: MISCELLANEOUS

**COUNTY OF VENTURA
PUBLIC WORKS AGENCY
COUNTY SURVEYOR'S OFFICE**

**GUIDE AND REFERENCES FOR PREPARING AND CHECKING TRACT MAPS
AND PARCEL MAPS**

AUTHORITY AND REFERENCES

Subdivision Map Act	§§ 66410—66499.58 Government Code
Ventura County Subdivision Ordinance	§§ 8201-0—8212-5 Ventura County Ordinance code
Professional Land Surveyors' Act	§§ 8700—8805 Business & Professions Code
California Coordinate System	§§ 8801—8819 Public Resources Code
Acknowledgments	§§ 1180—1207 Civil Code
Condominiums	§§ 1350—1378 Civil Code

A. MAP SUBMITTAL

- | | |
|---|----------------------------|
| 1. Is map within Unincorporated Territory? If not, the map must be submitted to the City Engineer for checking | 66442 (a) & (b)
66450 |
| 2. Tract Number or Parcel Map Number must be issued | 8203-1(a) |
| 3. Dashed numbers for phasing must be separately issued | 8203-1(a) |
| 4. Two (2) copies of the map | 8206-2 |
| 5. Preliminary Title Report (including legal description of parent parcel) | 8206-3.4 |
| 6. Preliminary Subdivision Guarantee | 8206-3.4 |
| 7. Copies of all deeds, maps, and documents used in the preparation of the map | 8206-3.15 |
| 8. Copies of calculations showing closure and area | 8206-3.15 |
| 9. Copies of office sketches used in the preparation of the map (if applicable) | 8206-3.15 |
| 10. Evidence of compliance with Section 66436(a)(3)(A) of the Subdivision Map Act (NOT applicable to Parcel Map divisions of four or fewer parcels, where dedications or offers of dedication are not required) | 66436(a)(3)(A)
66445(e) |
| 11. Copies of any other pertinent data used by the surveyor that will verify the method(s) used to establish the boundary (e.g. field notes, creating deeds, etc.) | 8206-3.15 |

SECTION 8: MISCELLANEOUS

- 12. Tentative Map (EXCEPT for CCC Parcel Maps) 8206-3.15
- 13. Conditions of approval (EXCEPT for CCC Parcel Maps) 8206-3.15
- 14. Conditional Certificate of Compliance Approval Document from Planning Division 8206-3.15
- 15. Assessor's Parcel Map 8206-3.15

B. TITLE BLOCK

- 1. Tract No. _____ or Parcel Map No. _____ 8206-1.15
- 2. Legal designation and record reference of parent parcel being divided 8206-1.15
- 3. Location (City of _____), or in the unincorporated territory of County of Ventura, California 8206-1.15
- 4. Date of preparation 8206-1.19(a)
- 5. "For Condominium Purposes" in title block if applicable 8206-1.20
- 6. Indicate gross area (to nearest hundredth of an acre) within subdivision boundary on title sheet or first map sheet Policy
- 7. Conditional Certificate of Compliance No. _____ (as appropriate) 8212-4.1
- 8. Title block on each sheet 8206-1.15

C. CERTIFICATES/STATEMENTS ON TITLE SHEET

- 1. Map must be prepared by licensed land surveyor or authorized civil engineer 66434, 66445
8206-1
- 2. Preprinted title sheets or preapproved computer drafted title sheets must be used on final maps in unincorporated territory 8206-1.5
- 3. Engineer's or Surveyor's statement, including signature, license number, seal and expiration date of license 66435, 66441
66442.5(a)
66449(a)
8761
8206-1.16
- 4. County Surveyor's and/or City Engineer's Statement (City Surveyor's Statement instead of County Surveyor's Statement in City of San Buenaventura) 66442(a)
66450
8206-2
- 5. County Recorder's Certificate 66442.5(b)
66449 (b)
- 6. County Tax Collector's Certificate 66492, 66493
8206-3.3
- 7. Owner's Development Lien Notice, if any (final maps only) 66434.1
- 8. Cross-reference to soils and/or geologic report 66434.5
8206-1.25
- 9. Abandonment Certificate 66499.20½
8206-1.9

SECTION 8: MISCELLANEOUS

10. Additional Map Information Statement	66434.2 8206-1.24
11. Certificate for Dedications (Subdivision Map Act Section 66477.5 Statement)	66477.5 8206-3.18
12. City Treasurer's Certificate (City of Fillmore only)	66443
13. Condition of Development Note (Cities of Port Hueneme and San Buenaventura)	66443
14. Conditional Approval Note (City of Thousand Oaks)	66443
15. Monumentation Statement for Parcel Maps	66445(i)
16. Owner's Statement or Subdivider's Statement	66430,66436 66445(e)
17. Dedications of easements for public use to appropriate public agency	66439, 66447 8206-1.9 & -1.23 8207-1
18. Ownership indicated on title sheet checked against preliminary subdivision guarantee	66430, 66436 66445(e), 66465 8206-3.4
19. Signatures and acknowledgments	66435, 66439 66445(e) 66457(a)
20. Signature omission statements	66436, 66445(e) 8206-1.9
21. If public entity, public utility or subsidiary of public utility owns easement, evidence of compliance with procedures of Sec. 66436 must be furnished (EXCEPT for parcel maps with four or fewer parcels where dedications are not required)	66436 66445(e)
22. Dedications for school purposes	66478 8209-2
23. Dedication of access rights from residential lots abutting controlled access roads	66475, 66476 8207-1, 8209-3.3
24. Dedication of drainage or flood control easements and Parcel "X" channels to Ventura County Watershed Protection District (V.C.W.P.D.)	66475 8204-5 8209-3.1
25. Governmental agency access easements over private streets serving more than two lots or parcels	66475 8209-3.2
26. Dedication of park sites, or other public use parcels, and other easements for public use as required by conditions of approval	66475 8209-3.4, 8209-4, 8209-6
27. Separate acceptance certificates for V.C.W.P.D., sanitation districts and other special districts as appropriate	66475 8206-3
28. Board of Supervisors (or City Council) approval and acceptance certificate on tract maps or city parcel maps	66440, 66458, 66477.1

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- | | |
|--|---|
| 29. City Manager's Acceptance (City of Simi Valley parcel maps) | 66443 |
| 30. County Surveyor's approval and acceptance certificate on County parcel maps | 66458(d)
8209-3.6 |
| 31. Dedications by separate document | 66447
8206-3.5
8209-3.5 |
| 32. All signatures in waterproof black opaque ink | 66434(a)
66445(a)
8206-1.3 |
| 33. All existing easements that are blanket in nature must be so indicated on the title sheet | 8206-1.9 & -1.10
Policy |
| 34. Prior easements within areas being dedicated for public streets, etc., drainage or flood control purposes require subordination to the public interest being created | 8209-3.1
8209-3.3 |
| 35. Any improvement conditions for a parcel map which must be met prior to the issuance of building permits must be noticed by a certificate on the parcel map (Construction Requirements Statement) | 66411.1 |
| 36. Reversion to acreage or resubdivision | 66499.11 thru
66499.20 ³ / ₄
8211-1, 8211-2 |

D. MAP REQUIREMENTS

- | | |
|---|-----------------------------------|
| 1. Final Map or Parcel Map must conform to approved tentative (and any approved minor modifications) | 66442(a)(2)
66442.5
8206-2 |
| 2. Lots or parcels must contain minimum area required by zoning and/or General Plan | 8204-2.4
8206-2 |
| 3. Material must be tracing cloth or polyester base film; ink on polyester film coated to assure permanent legibility | 66434(a),
66445(b) |
| 4. Sheet size 18" x 26" (or 460mm x 660mm) | 66434(a),
66445(b) |
| 5. Marginal line around each sheet leaving entirely blank margin of one inch (or 25mm) on all sides | 66434(a),
66445(b) |
| 6. Scale 1"=40', 1"=50', 1"=100' or approval of County Surveyor required | 8206-1.3
8206-1.19(a) |
| 7. Scale large enough to show all details clearly and enough sheets used to accomplish this end | 66434(a),
66445(b) |
| 8. Graphic scale not less than three inches long | 8206-1.3 |
| 9. Exterior boundary shall be a black opaque ink line at least three times the width of any other line on the map (not including margin line) | 66434(e),
66445(d)
8206-1.4 |
| 10. North arrow | 8206-1.19(a) |

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- | | |
|--|---|
| 11. Map oriented so that north arrow points to top or left of sheet. Title block readable from bottom of sheet and all other lettering and data readable from the bottom or the right side of the sheet | 8206-1.18 |
| 12. Sheet _____ of _____ sheets shown on each sheet | 66434(b),
66445(b) |
| 13. Key map with lot lines and relationship of sheets if more than two map sheets. Scale 1"=500'. Place on first map sheet | 8206-1.6 |
| 14. Location map showing geographical location and access road(s) required on first map sheet. Scale 1"=1000' | 8206-1.6 |
| 15. All lots must have legal access to streets. Off-site rights of entry providing permanent access must be shown and identified on map | 8204-2.5
8206-3.6 |
| 16. No lot, other than a flag lot, shall have less than 40' frontage unless allowed by zoning | 8204-2.2 |
| 17. No flag lot shall have access strip less than 20' wide nor more than 40' wide | 8204-2.2 |
| 18. Bearings and lengths (to feet and hundredths of a foot) shown on all lines (sum of segments must equal total distance) | 66434(c)
8206-1.8
8206-1.19(c), (d) |
| 19. Central angle, radius, and arc length on all curves (radius need not be repeated for segments of a larger curve) | 66434(c)
8206-1.19(d), (f) |
| 20. Entire lot or parcel shown entirely on one sheet and to scale | 8206-1.8 |
| 21. No ditto marks to be used | 8206-1.8 |
| 22. Radial bearings indicated to lot corners on a curve | 66434 (c)
8206-1.8 |
| 23. Total width of each street, width of portion being dedicated, width of existing right-of-way, and the width on each side of centerline to be shown. Width of railroad right-of-way, flood control or drainage channels and any other easements | 8206-1.7 |
| 24. No lot or parcel to be bisected by a boundary of a city, county or special district | 8206-1.8 |
| 25. Sidelines of all proposed or existing easements to remain after recordation which are not in streets, shall be shown with broken lines, name of owner, use and record reference, if any | 8206-1.9 |
| 26. Widths of easements with bearings and lengths of the lines to be shown if lot or parcel is less than ten acres net. Widths only needed on lots or parcels greater than ten acres net | 8206-1.9 & -1.10 |
| 27. If lot or parcel is less than ten acres net, sufficient ties to locate the easement shall be shown | 8206-1.9 & -1.10 |

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- 28. Overhead utility easements on rear or side lot lines. Lot or parcel lines to split overhead easements when possible 8204-4
- 29. Underground utility easements shall abut and parallel lot or parcel lines when possible 8204-4
- 30. Location of city boundaries crossing or adjoining subdivision to be shown, identified, and tied to survey 8206-1.12
- 31. Each lot or parcel to be identified by same number or other designation used on tentative map 66434 (d)
66445(c)
8206-1.14
- 32. Parcels being dedicated for flood control purposes designated "Parcel X" 8203-2(f)(2)
- 33. Parcels dedicated for other than flood control purposes designated "Parcel" and lettered consecutively commencing with the letter "A" 8203-2(f)(3)
- 34. Basis of bearings shall be approved by County Surveyor and shall be clearly shown and identified on the map. Two monuments from the same record must be used to establish the line used as basis of bearings 8206-1.17 & -1.20
8764(b)
Policy
- 35. All existing and proposed streets, alleys and adjoining streets shall be named without abbreviations 66434(d)
8206-1.19(b)
- 36. Show net area of all lots or parcels having a gross area of at least one acre, but less than ten acres, to nearest hundredth of an acre. Parcels of ten gross acres or more need show gross area only. Indicate gross acreage within subdivision boundary on title or first map sheet 8201-6
8206-1.19(j)
8206-1.19(k)
Policy
- 37. Survey and traverses to close within 0.02 feet or 1:10,000 whichever is greater 8206-1.21
- 38. No lettering smaller than 0.08 inch in height 8206-1.22
- 39. Adjoining tracts to be referenced and lots with numbers to be shown. Adjoining parcels per deed to be referenced by Official Records Policy
- 40. Enlarged details to be used where crowding of lines or numbers might cause misinterpretation. Scale required; if no scale, indicate "No Scale" 8206-1.20
- 41. All symbols and abbreviations defined 8206-1.20
- 42. All easements to be quitclaimed after map records must have letter of intent to do so in our files prior to our clearance; letter of intent is not acceptable from private party. Proper title sheet notation for the easement is required; however, the easement need not be shown on the map 8206-1.10
Policy
- 43. To assist locating the parcel being divided, the nearest street intersection may be required to be shown, together with an approximate distance to the intersection Policy

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|--|--|
| 44. Relationship to all adjoining sheets indicated conforming to key map | 66434(b)
66445(b) |
| 45. Arrows shall be used to show limits of bearings and distances whenever any chance of misinterpretation could exist | 8206-1.20
Policy |
| 46. Where there is a series of lots with equal depths, duplication of figures may be eliminated if no ambiguity will result | 8206-1.20
Policy |
| 47. All blocks to have bearings, lengths and curve data on perimeters | 66434(c)
8206-1.20 |
| 48. Exterior boundary to have bearings, lengths and curve data on entire perimeter | 66434(c)
8206-1.20 |
| 49. Any "designated remainder", "remainder parcel", "not a part" parcel or "omitted parcel" of five acres or more need not be shown on the map and its location need not be indicated as a matter of survey, but only by deed reference to the existing boundaries of the remainder parcel | 66434(e)
66445(e)
8201-6
8206-1.1
8206-1.8 |
| 50. "Remainder Parcel" designation for such portion of parent parcel of phased map which is not yet divided into lots by such map or an earlier phase | 8206-1.14 |

E. SURVEY CONTROL

- | | |
|---|---|
| 1. Sufficient survey and mathematical information and data shown to locate and retrace all interior and exterior boundary lines. Subdivision boundary established according to description contained in title report | 66434(c)
8206-1.11
8764 |
| 2. Conformance to record (must show relationship to surrounding surveys). If map is based upon a field survey, both record and measured data must be shown | 66434(e), 66445
8206-1.19(i)
8764(d) |
| 3. Treatment of discrepancies (lines of occupation, prorate, etc.) | 66434(c)
8206-1.11 & -
1.20 |
| 4. Ties to and names of all adjacent subdivisions; references to controlling maps and deeds for boundary together with record references | 8206-1.19(i)
8206-1.19(l) |
| 5. Suitable primary survey control points. Precise locations and description of all monuments with identification and sufficient number to retrace the survey. All monuments must indicate a record reference or a field book reference. If no reference, indicate e.g. "FD 2" I.P., no record, accepted as northwest corner of Sec. 12, T2N, R20W" | 66434(c)
8206-1.12
8206-1.19(g)
8206-1.19(h)
8764(a)
8771(a) |
| 6. The engineer or surveyor that signs the map must set all monuments; surveyor's tags required | 8207-2.11
8772 |

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| 14. When coordinates in the California Coordinate System are shown, there must be shown the control scheme through which the coordinates were determined. The map must further comply with Sec. 8813.1, 8813.2, 8813.3, 8814, 8815, 8815.1, 8815.2, 8815.3, 8815.4, and 8815.5. Map must carry designation "California Coordinate System of 1983, Zone 5" or "CCS 83, Zone 5" | 8771.5
8807
8813 thru 8815.5 |
| 15. Minimum of one exterior boundary line of the parent parcel must be monumented or referenced prior to recording. Other required monuments must be set within one year following recordation. If monuments are to be set after recordation, an improvement agreement is required | 66441
66495
66496
8207-2.11 |
| 16. Boundary of subdivision properly established with sufficient data shown to document the establishment. Boundary control principals described in <i>Manual of Instructions for the Survey of the Public Lands of the United States</i> and <i>Boundary Control and Legal Principals</i> by Curtis M. Brown are suggested references. See check prints for boundary comments, if any | 8206-1.19(g)
8206-1.20
8206-2
Policy |

SECTION 8: MISCELLANEOUS

F. DISPOSITION

1. If map is not sufficient for approval, copy of checklist and check print is sent to the surveyor or engineer via Development and Inspection Services Division or City Engineer, as appropriate 8206-2
2. Prior to final approval of maps, the original tracings must be submitted to the County Surveyor's Office. When tract map is sufficient, originals together with sufficiency memo are sent to Development and Inspection Services Division for presentation to Board of Supervisors. Originals and sufficiency memo for city maps are sent to the City Engineer. When parcel map is sufficient, clearance to record must be received from Development and Inspection Services Division prior to recordation. City parcel maps must have authorization from city to record Policy 66457 8206-2 8206-4
3. Timely filing with the County Surveyor must occur prior to expiration of approved tentative map or extension thereof. Subsequent actions of the local agency, including recording, may lawfully occur after the expiration of the tentative map 66452.6 66463.5 8205-8
4. County Surveyor or City Engineer cannot sign map until all requirements have been met 66442(a)(3) 66473 8206-2
5. After approval and signature by Board of Supervisors, City Council, County Surveyor or City Engineer, owners names and omission of signature statements are checked against final subdivision guarantee immediately prior to recording 66465 8206-3.4 8206-4