

PERRY

1. Descriptions and plats will reflect current owner's full name and volume and page at the time of the survey.
2. Survey description captions will reflect whether survey is a "resurvey of the lands" or "part of the lands" of an existing property. This will help determine if split fees (Perry County Planning Commission) are applicable.
3. All tracts must be referenced to a known or established monuments, such as section, quarter section corner, township corner or a lot corner of a platted subdivision (recorded). Intersections of road or intersections of roads and section lines will not be accepted as a point of beginning. Points used as P.O.B. must have labeled reference monumentation set.
4. Basis of Bearing shall appear on the plat and in the description, which includes a clear statement as to the reference direction. When a prior survey is used as the basis of bearing, the bearing direction should be given.
5. New monumentation being set shall include size and material and be reflected on the plat and in the description.
6. Land contracts or mortgage deeds will not be accepted as property owner or adjoiners in new descriptions or plats.
7. When a tract lies in two different sections, or in two or more recorded tracts, in or out of a corporation, the acreage applicable to each different area shall be shown on the plat and reflected in the description. This information is required for tax and auditor's purposes.
8. All lots in any municipality or regularly recorded subdivision are to be designated by lot owner, official record/deed record and page number, name of subdivision or addition with plat book and page number, township, range, section number, state, village, or municipality.
9. Out lots shall have an adequate description, bearings, distances, and acreage to determine location of said out lot.
10. Error of closure shall be not more than 1' in 5000'.
11. When a survey involves railroad or highway plans, the plan or map numbers shall be reflected on the plat of the survey.
12. All descriptions of new parcels (splits included) must be accompanied by a copy of the survey plat that will be retained by the Map Department for their use and permanent records. Survey plats and descriptions shall display the signature, registration number and reproducible seal of the surveyor; and the date the survey was made.

13. Descriptions of parcels obtained or to be obtained by the Federal, State, County or Municipal governments must comply with the above stated rules. Centerline survey descriptions or any description with less details than are set forth above are inadequate, unless centerline is properly tied to a known reference monument.

14. Vacation of public lands (alley, streets, etc.) must include the new owner(s) and their proportioned acreage (for tax purposes) along with a copy of the resolution and plat map showing the same.

15. Vacated portions of streets, alleys, roads, etc. included in new surveys will require showing reference volume and page in the description and on the plat.

16. All descriptions and new surveys are reviewed in a timely manner. We recommend that all new surveys be submitted to the map department prior to the preparation of conveyances to avoid delays. A clear, readable facsimile can be sent to 342-5502 for approval.

DRAWING FILE # \-----\---

Date:-----

PROPERTY OWNER-----

SURVEYOR-----

YOUR SURVEY/DESCRIPTION IS NOT BEING APPROVED FOR THE FOLLOWING:

PLAT REQUIREMENTS:

- General description of location:
(Township, Section, Range/Twp, Village, etc)
Current Property Owner Name(s) with Deed Volume/Page (Identify as to whether Deed Volume or "Official Records") at the time of the split.
- North Arrow
- Tie to mappable corner such as Section, Quarter Section corner, Subdivision Lot Corner (Including Plat Book & Page).
- Lines - Line intention (Deed Line) and/or (Occupation) and/or (new established). Some type of intention must be present on each line.
Bearing and Distance
Curves Minimum - Radius, Arch length, Chord Bearing and Distance
- References listing pertinent documents used in carrying out work.
- Adjoiners with Full Names, Vol/pg.
- Plat Scale (Written and Graphical Scale)
- Survey Date
- Surveyor - Surveyor's Printed Name, Ohio Registration Number, Signature, and Seal in form which can be copied.
- Monumentation - Monuments (set) or (found)
Monuments (set) - Capped description
Description of Monuments (size), (type), etc.
- Basis of Bearing with clear statement as to reference direction.
- Acreage - (Break out acreage if falls into two different sections or in and out of a corporation.)

DESCRIPTION REQUIREMENTS:

- Caption - Property identification and location: Township, Section, Township/Range #s
Current owner name(s) with deed volume/page (identify as Deed Volume or "Official Records").
- Tie to a mappable corner such as Section corner, Quarter Section corner, Subdivision lot corner (Including Plat Book and Page # of Subdivision). Intersections of roads or intersection of roads and section lines not accepted as point of beginning.
- P.O.B. - Clearly identified and described.
- Calls: Bearing and distance
Curves Minimum: Radius, Arch Length, Chord Bearing & Length
- Monumentation - Monuments (set) or (found)
Monuments (set) - Capped Description
Description of Monuments (size, type, etc.)
- Basis of Bearing with clear statement as to the reference direction.
- Surveyor's Name, Ohio Registration Number, Seal
- Date of Survey
- Acreage (Breakout if in two different sections or in and out Corporation.)
- Closure (1' to 5000')