

# MAPPING MANUAL



October 2023

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# CITY OF RANCHO CORDOVA SURVEY AND MAPPING MANUAL STANDARDS

## SECTION I

**PURPOSE:** To promote efficiency and consistency in the processing and review of Parcel Maps and Final Maps in compliance with all applicable state laws and local ordinances.

### **DEFINITIONS:**

Subdivision Map Act: Sections 66410 to 66499.58 of Government Code (abbrev. GC)

Professional Land Surveyors Act: Sections 8700 to 8805 of Business and Professions Code (abbrev. B&P)

Final Map: Generally, in residential zones a subdivision map that creates five or more lots and is processed through the City Council for final approval. (GC 66426)

Parcel Map: Usually a residential division of land of four or fewer lots, or a commercial or industrial division of any number of lots that have approved access. (GC 66426). Final approval is by City Engineer and City Surveyor. It is not required to take to City Council for final approval.

Record of Survey: A map prepared by a Surveyor in accordance with Section 8762 B&P Code showing points and lines surveyed but does not divide land. Records of Survey are submitted and reviewed by the Sacramento County Surveyor's office.

## SECTION II

### **DRAFTING REQUIREMENTS:**

1. Lettering - All lettering must be legible; minimum height shall be 0.1".
2. Symbols - Must be of simple design and unique for each type of monument or data reference shown on each map.
3. Legend - Must detail all symbols and abbreviations other than those shown as standard in this manual.
4. Scale - Must be adequate to show all necessary detail including curve data for each lot. (Data tables will not be allowed without special approval of the City Engineer). The inclusion of a scale bar is encouraged.
5. North Arrow - Required on all boundary sheets and for all details (preferably oriented to the top of the page).
6. Line Widths and Types - Shall be varied in width, and/or dashed to differentiate between easements, lot lines, R/W lines, dimension lines, map boundary and map border. *See Appendix.*
7. Basis of Bearings - Must be shown on the map and state the monuments and the reference map used to determine the basis and indicate the compass quadrant and the degrees, minutes, and seconds of deflection.
8. Subdivision Map Title - Shall be prominently shown on all sheets of the map.

- a. The first line for final maps shall state “Subdivision Number FM-20XX-XX”; Contact the City map checker for an assigned subdivision number
  - b. The following line will state the name of the subdivision.
  - c. The following lines shall state the legal description or an appropriate abbreviation of the legal description using these criteria - the title of the most recent map and its recording book and page; if no previous map exists, then the section, township and range must be shown.
  - d. The following line shall be “City of Rancho Cordova, County of Sacramento, State of California”.
  - e. The month and year that the map will go to record shall be the last line of the title block.
- 9. Parcel Map Title** – shall be prominently shown on all sheets of the map;
- a. The first line for the parcel map shall state the “Subdivision Number FM-20XX-XX; contact the City map checker for an assigned subdivision number.
  - b. The following lines shall state the legal description or an appropriate abbreviation of the legal description using these criteria - the title of the most recent map and its recording book and page; if no previous map exists, then the section, township and range must be shown.
  - c. The following line shall be “City of Rancho Cordova, County of Sacramento, State of California”.
  - d. The month and year that the map will go to record shall be the last line of the title block.
- 10. Page Numbering** - Each page will be numbered and the total number of pages of the map shown; ie: 1 of 3, 2 of 3, 3 of 3.
- 11. Notes** - May be used to clarify survey procedure used, to provide notice to future users in regard to zoning, development and construction standards. See Appendix for Standard City Condition note and typical subdivision notes.
- 12. Owners, Surveyors or Engineer's, Recorder's and City Engineer's Statement** - Final and Parcel Maps. See Appendix for standard required statements.
- 13. Lot and Total Acreage Data**
- a. Lot acreage to three decimal places must be shown on all parcel maps.
  - b. Total project acreage is to be shown in the "Notes" section of both final and parcel maps.
  - c. Number of lots to be included in the acreage note.
- 14. Curve Data**
- a. All curves shall show a minimum of the radius with either the chord bearing and distance or the central angle data.
- 15. Street Names**
- a. Street names must be shown on all maps in prominent letters.
  - b. New street names will be checked for compliance with the City of Rancho Cordova Naming Ordinance. The developer shall provide the street names for review and approval by the city. 911 Emergency systems do not allow duplicate or sound alike names countywide. It is preferred that the applicant request pre-approval of the development street names prior to plotting on the final map, especially for large subdivisions. Upon approval of the street names, they shall be placed on a reserve list for the project.

**16. Street right of way - I.O.D.'s**

- a. The width of all right of ways shall be shown on the map. If the right of way exists, the origin of the right of way or I.O.D. shall be shown on the map by deed Book and Page. If the right of way or I.O.D. is being dedicated, the proper dedication wording must be added to the "Owner's Statement" and the "City Clerk's Statement."

**17. Other Easements**

- a. All existing easements must be delineated showing their width, course and ties to the lot lines that they cross, along with the origin of said easement by Book and Page of the document or map that created them. Concurrently created easements shall be delineated as the existing easements, except data of origin will not be shown. Instead, dedication wording will be added to the "Owner's," and "City Clerk's Statement."

**18. Adjacent Property Information**

- a. The name and/or recorder's book and page for adjacent maps shall be required. The adjacent lot lines shall be shown as dashed lines. Names of adjacent owners are not normally shown; however, if pertinent to the boundary determination due to a deed call, such names will be allowed.

**19. Lot or Parcel Numbering**

- a. All lots or parcels shall be numbered consecutively. Successive units of final maps may continue numbering or lettering from the previous unit. Lettered lots are preferred for lots going to a public entity.

**20. Geographical Tie**

- a. All maps shall show a tie to the nearest public cross street.

**SECTION III**

**SURVEY REQUIREMENTS**

**1. Survey Monuments for Final Map;**

- a. The surveyor shall place survey monuments at the following locations within the improvements:
  - i. At the intersections of all street centerlines.
  - ii. At the beginning and end of all curves on the street centerlines.
  - iii. At all subdivision boundary corners designated by the Director; at the intersections of subdivision boundaries with street centerlines; and such other locations so as to enable any lot or portion of the improvement to be retraced or located.
  - iv. At least one exterior boundary line of the land being subdivided shall be adequately monumented or referenced before the map is recorded. (GC 66495)
- b. The monuments shall be as follows:

- i. Subdivision boundary monuments, except those in street pavement, shall be not less than 1-1/4-inch galvanized iron pipe, 30 inches in length, capped and tagged.
    - ii. Subdivision boundary monuments in street pavement shall be not less than 3/4-inch galvanized iron pipe, 18 inches in length. Top of pipe shall be driven flush with the surface pavement, capped and tagged.
    - iii. Centerline and street intersection monuments shall be 3/4-inch galvanized iron pipe or No. 5 reinforcing bar, not less than 12 inches in length. The top of the pipe or bar shall be driven flush with the pavement surface, capped and tagged.
    - iv. All monuments shall be referenced to permanent objects located nearby and all ties shall be furnished to the City for general public use. Final approval of the subdivision will not be made until such ties have been furnished to the City.
  - c. Survey monuments shall also be placed by the surveyor at all the following locations within the improvement, and off-site, due to deed dependency, as required by the county:
    - i. Section corners
    - ii. Quarter corners
    - iii. Centers of Sections
  - d. The Section Corner, Quarter Corner, and Centers of Section monuments shall be Class "B" concrete, poured in place, with minimum dimensions of 8" x 8" x 24". Ferrous material shall be in the monument to make it locatable with a magnetic locator. A survey disc shall be installed by the surveyor before the concrete has acquired its initial set and shall be firmly embedded in the concrete.
  - e. As an alternate monument, a 2" galvanized iron pipe, not less than 24" in length shall be placed in paved areas, and 48" in length in unpaved areas. If the 2" galvanized iron pipe alternate is used, the metal plate shall be embedded in epoxy or concrete poured in the pipe.
  - f. Survey monument well boxes shall be provided and placed by the Consulting Engineer at all quarter corners and section corners located within ultimate rights-of-way. Survey monument boxes shall be cylindrical with at least a 9-inch inside diameter, a minimum 12-inch height and shall have interlocking rings suitable for traffic situations.
  - g. Any monument set by a licensed land surveyor or registered civil engineer to mark or reference a point on a property or land line shall be permanently and visibly marked or tagged with certificate number of the surveyor or civil engineer setting it. (B&P 8772)
- 2. Survey Monuments: Parcel Maps
  - a. The surveyor shall place adequate monuments to make the surveyed boundary and the interior parcels retraceable.
    - i. The monuments shall be number 5 reinforcing bar or 3/4" iron pipe or larger, 12 inches in length in paved areas and 30 inches in length in non-paved areas, and shall be adequately marked with the professional license number of the surveyor or engineer, preceded by L.S. or R.C.E. (B&P 8772)
    - ii. Section corner monuments as specified in III-1-c).

3. Survey Accuracy
  - a. All traverses shall have an error of closure no greater than 1:30,000.
4. Boundary Establishment
  - a. So many varied circumstances exist that no detailed procedures are specified. In general, ties to adjacent surveys must be shown, referencing found monuments and showing their relationship to the new survey boundary. In lot and block subdivisions if original monuments or those from a retraced survey are not located, then a block breakdown is required to show the possible alternate locations if the surveyor uses other methods of boundary establishment that do not agree.
5. Gaps and Overlaps
  - a. When a boundary is an aggregate of several property descriptions and gaps are found within the boundary: - all gaps greater than 0.2 of a foot must be shown.
  - b. When gaps or overlaps occur on or along the boundary of the survey, with adjacent parcels, they must be shown regardless of dimension.
6. Fences and Lines of Occupation
  - a. Fences, hedges, walls and other lines of occupation must be shown and tied to the surveyed boundary lines.
7. Record Data Maps
  - a. Parcel maps may be prepared from record data if the following conditions are satisfied.
  - b. The parcel being divided is shown on a previously recorded map, AND Monuments are shown on said previously recorded map controlling one of the boundary lines, and located at the ends of that line or a reasonable distance beyond the ends.
8. California Coordinate System
  - a. Any Survey map that uses state plane coordinate shall comply with the requirements of Division 8, Sections 8801 - 8819 of the Public Resources Code of the State of California.
9. Found Monuments – Perpetuation
  - a. Monuments found on the boundary of the survey, and accepted, as corners shall be described on the map giving dimensions of pipes and rebar by diameter; other monuments by their surface dimension, stating the R.C.E. or L.S. number shown.
  - b. Monuments referencing the positions of adjacent surveys shall be shown and tied to the survey for which the map is being prepared.
  - c. Any deteriorated monument found in the performance of the survey shall be adequately tied out or replaced, if necessary to the establishment of your survey.

## **SECTION IV**

### **MAP SUBMITTAL REQUIRED ATTACHMENTS**

1. Make application on the City's website
2. Parcel Maps and Final Maps – pdf copy of the map
3. All conditions of approval from the hearing body, including rezoning agreements, map approval conditions, variances, use permits or Development Agreement pertaining to the property



4. Copy of approved tentative map (stamped or signed by planning)
5. Title report (current within 60 days of submittal)
6. Copy of vesting deed and copies of existing easement documents
7. Traverse closures, showing acreage for each parcel
8. Final Map initial deposit = \$2,500.00 or Parcel Map initial deposit - \$1,500.00; payable to the City of Rancho Cordova

*\* For subdivisions – submit street name list for review and upon approval provide a street name exhibit*

Note: Packages not conforming to these minimum requirements will be returned with a transmittal that provides the engineer/surveyor with the necessary changes or additions required.

## **CERTIFICATE OF COMPLIANCE FOR PARCEL MAP WAIVERS**

### **Definition**

- Parcel maps may be waived pursuant to GC 66428 and SCC 22.20.075. To qualify the parcel or parcels being divided must consist of UNALTERED parcels or lots from a recorded parcel map or subdivision map.

### **Application/Processing**

- Make application on the City’s website

### **Recording Requirements for Certificate of Compliance**

- The following will be required prior to recording of the Certificate of Compliance for Parcel Map Waiver:
  1. Satisfaction of all pertinent conditions of approval.
  2. Copy of Tax paid statement letter from Tax Collector.
  3. Copy of Tax estimate letter from the Assessor's Office.
  4. Copy of receipt or letter from Clerk of the Board certifying tax estimate is secured
  5. Copy of receipt or letter from Sacramento County Clerk of the Board certifying tax estimate is secured.
  6. Deposit or security required for taxes, if any.
  7. Verification of payment of Park In-Lieu fee (if any)
  8. Recording fees

## **SECTION V**

### **MAP RECORDING REQUIREMENTS**

1. Maps that have been checked and have been corrected to the agreement of the City Engineer and the submitting surveyor can be presented to the City Surveyor for recording as follows:
  - a. Parcel Maps
    - i. Satisfaction of all pertinent conditions of approval and/Development Agreement including any Park In-lieu Fee to CRPD (residential only)

- ii. Original Mylar of the properly executed Parcel Map
  - iii. Pdf copy of the parcel map, AutoCAD, and shape file
  - iv. Copy of Parcel Map Guarantee document (Title Company will be allowed to transport approved map to recorder's office)
  - v. Copy of "Estimated Tax" statement letter from Assessor's Office
  - vi. Copy of receipt or evidence of bond securing the estimated taxes. Sacramento County Assessor's Office will accept estimated tax deposits and the Clerk of the Board accepts bonds. The Clerk shall provide a letter verifying they are holding a bond.
  - vii. Copy of "Tax Paid" letter from Tax Collector
  - viii. Payment of any additional map checking fee
- b. (Final) Subdivision Maps
- i. Satisfaction of all pertinent conditions of approval and/Development Agreement including any Park In-lieu Fee to CRPD (residential only)
  - ii. Original Mylar of the properly executed Final Map
  - iii. Pdf copy of the final map, AutoCAD, and shape file
  - iv. AutoCAD file of site plan/lot layout (verify which direction the homes face for address purposes)
  - v. Two originally signed Subdivision Improvement Agreements
  - vi. Improvement Security (performance bond, labor and material or payment bond)
  - vii. Copy of "Estimated Tax" statement letter from Assessor's Office
  - viii. Copy of receipt or evidence of bond securing the estimated taxes. Sacramento County Assessor's Office will accept estimated tax deposits and the Clerk of the Board accepts bonds. The Clerk shall provide a letter verifying they are holding a bond.
  - ix. Copy of "Tax Paid" letter from Tax Collector
  - x. Will serve letter from Fire District
  - xi. Will Serve from the Water District
  - xii. Monumentation security or waiver letter
  - xiii. Soils report
  - xiv. Any required deeds for off site rights-of-way, easements, I.O.D.'s or any lots to be dedicated to City or Park District
  - xv. Letter for wells and septic tanks (if applicable)
  - xvi. Copy of Subdivision Map Guarantee (Title Company will be allowed to transport approved map to recorder's office)

## APPENDIX

The following certificates are to be used on **Final and Parcel Maps** when appropriate to satisfy conditions of approval of the tentative map:

OWNER'S STATEMENT to dedicate the following:

(Combine where necessary)

A. Rights of Way only:

The undersigned hereby consent(s) to the preparation and recordation of this (parcel/final) map.

The real property described below is dedicated as an easement for public purposes.

The undersigned hereby offer(s) for dedication and do(es) hereby dedicate to any and all public uses the public road(s) designated (road name) (way, drive, street, avenue, court, etc.) shown hereon.

B. Rights of Way and Irrevocable Offers of Dedication only:

The undersigned hereby consent(s) to the preparation and recordation of this (parcel/final) map and pursuant to the provisions of Section 7050 of the Government Code irrevocably offer(s) for dedication to the City of Rancho Cordova for any public purpose the right of way on, over, across and under the strip(s) of land shown hereon and designated as “Irrevocable Offer of Dedication” and offer(s) for dedication and do(es) hereby dedicate to any and all public uses the public (way, drive, avenue, street, court, etc.) shown hereon.

C. Right of Way and/or Drainage Easements, Public Utility Easements and Other Easements for Public Purposes:

The undersigned hereby consent(s) to the preparation and recordation of this (final/parcel) map.

The real property described below is dedicated as an easement for public purposes.

The undersigned hereby offer(s) for dedication and do(es) hereby dedicate to any and all public uses the public road designated (road name) (avenue, court, drive, street, way, etc. shown hereon and do(es) hereby dedicate to specific purposes the following:

D. Right of Way, Irrevocable Offers of Dedication and/or Drainage Easements, Public Utility Easements, and Other Easements for Public Purposes:

The undersigned hereby consent(s) to the preparation and recordation of this (final/parcel) map.

The real property described below is dedicated as an easement for public purposes.

The undersigned hereby consent(s) to the preparation and recordation of this (parcel/final) map and pursuant to the provisions of Section 7050 of the Government Code irrevocably offer(s) for dedication to the City of Rancho Cordova for any public purpose the right of way on, over, across, and under the strip(s) of land shown hereon and designated as “Irrevocable Offer of Dedication” and offer(s) for dedication and do (es) hereby dedicate to any and all public uses the public (road name) (road, avenue, street, court, boulevard, etc.) shown hereon, and also offer(s) for dedication and do(es) hereby dedicate to specific purposes the following:

OTHER DEDICATIONS IN OWNER’S STATEMENT:

- (1) Public Utility Easements lying contiguous to public ways:  
Easements for planting and maintaining trees, electroliers, traffic control devices, water and gas pipes, and for overhead and underground wires and conduits for electric, television and telephone services, together with any and all appurtenances pertaining thereto, on, over, under and across strips of land 12.5 feet in width lying contiguous to the public (ways, drives, avenues, courts, etc.) shown hereon and designated "Public Utility Easement."
- (2) Public Utility Easements along the rear and/or sidelines of lots:  
Rights of way and easements for installation and maintenance of water, gas, and drainage pipes, and for poles and overhead and underground wires and conduits for electrical, television and telephone services, together with any and all appurtenances pertaining thereto on, over, under and across those strips of land lying between the rear and/or side lines of lots and lines shown hereon and designated "public utility easement line" (P.U.E.L.)
- (3) Light and Air Easement or Building Setback Easement:  
Easements for light and air over those strips of land lying between the front and/or side lines of (lots/parcels) and the lines shown hereon and designated "setback line," said strips to be kept open and free from buildings.
- (4) Ingress/Egress Rights:  
The exclusive right of vehicular ingress and/or egress is granted to the City of Rancho Cordova across the (lot/parcel) lines shown hereon and designated "No Ingress or Egress Rights Line."
- (5) Canal, Ditch and Pipeline Drainage Easement:  
A right of way and drainage easement for the purpose of digging, constructing, reconstructing, repairing, and forever maintaining thereon a drainage canal, ditch, or pipeline for drainage purposes, together with the spoil banks and appurtenant structures thereof over that certain real property shown hereon and designated "drainage easement."
- (6) Open Drainage and/or Floodway Easements:  
A perpetual right-of-way over, upon, and across those strips of land lying between the rear and/or side lines of (lots/parcels) and the lines shown hereon and designated "floodway easement lines" for the purpose of maintaining a floodway for the passage of storm waters.  
OR:  
A perpetual right-of-way over, upon and across (that/those) portion(s) of Parcel(s)/Lot(s)] lying between the lines shown hereon and designated "floodway easement lines" for the purpose of maintaining a floodway for the passage of storm waters.  
Additionally, if any pipe system from areas adjacent to the floodway project extends into said easement, an additional dedication of easement for construction and maintenance of drain pipes will be needed and is to be worded:

Right(s) of way and easement(s) for the construction of drainage pipes and any and all appurtenances thereto within the floodway easement heretofore dedicated in paragraph \_\_\_\_\_ above; said easement(s) to be strips of land lying between the lines shown hereon and designated "drainage easement."

(7) Floodplain Easements:

A perpetual right-of-way over, upon and across the land lying between the rear and/or side lines of (lots/parcels) and the lines shown hereon and designated "floodplain" for the purpose of designating the land subject to flooding during the passage of storm waters.

OR:

A perpetual right-of-way over, upon and across (that/those) portion(s) of [Parcel(s)/Lot(s)] \_\_\_\_\_, lying between the lines shown hereon and designated "floodplain" for the purpose of designating the land subject to flooding during the passage of storm waters.

(8) Secondary Flowage Easement:

A perpetual right of way over, upon, and across (that/those) portion(s) of [Parcel(s)/Lot(s)] \_\_\_\_\_, lying between the lines shown hereon and designated "secondary flowage easement lines" for the purpose of preserving and forever leaving open an easement for the passage of storm waters.

OR:

A perpetual right of way over, upon, and across (that/those) strip(s) of land lying between the rear and/or sidelines of [parcel(s)/lot(s)] and the lines shown hereon and designated "secondary flowage easement" for the purpose of preserving and forever leaving open an easement for the passage of storm waters."

(9) Centralized Mail Delivery Easement:

An easement for constructing and maintaining centralized mail delivery boxes, pedestals, and slabs, together with any and all appurtenances pertaining thereto including pedestrian access for delivery and receipt of mail on, over, under and across strips of land five feet in width, lying contiguous to the public (ways, drives, avenues, courts, etc.) shown hereon."

(10) Visibility Easement:

Visibility easement(s) to be kept free from signs, hedges, fences, structures, natural growth or other obstructions to the view higher than two feet six inches (2 ½') above the nearest pavement surface, within the area over and across that land designated hereon as "visibility easement."

(11) Pedestrian Walkway Easement:

Rights of way and easements for the installation and maintenance of a pedestrian walkway, together with any and all appurtenances pertaining thereto on, over, under and across (that/those) strip(s) of land shown hereon and designated "pedestrian easement." The maintenance and repair of the walkway shall be the responsibility of the property owner.

(12) Landscaping Easement:

An easement for landscaping and all appurtenances appertaining thereto lying on, over and across strips of land shown hereon and designated "landscaping easement," said strips to be kept open and free from buildings. The maintenance and replanting of the landscape strip shall be the responsibility of the property owner.

(13) Slope Easement:

An easement for the purpose of slope, grading, constructing, maintaining and improving embankments and incidental purposes over that certain real property shown hereon and designated "Slope Easement."

(14) Sound wall Easement:

A right of way and easement for the installation and maintenance of a sound wall on, over, under and across the strip of land shown hereon and designated "Wall Easement."

(15) Emergency Access Easement:

A right of way and easement for emergency access purposes, together with any and all appurtenances pertaining thereto on, over and across strips of land twenty (20) feet in width shown hereon and designated "Emergency Access Easement."

(16) Riding and Hiking Easement:

Rights of way and easements for the installation and maintenance of an equestrian and hiking trail, together with any and all appurtenances pertaining thereto, on, over and across the land shown hereon and designated "Riding and hiking trail easement."

(17) Traffic Detector Easement:

Easements for the purpose of constructing, maintaining and operating a traffic signal system and all appurtenant facilities thereto, on, over, under and across the strip of land shown hereon and designated as "Traffic Signal and Channelization Easement."

The City will not accept exclusive water or sewer easements on behalf of the utility; therefore, these easements shall be granted to the appropriate utility by separate document and to the satisfaction of Sacramento County Water Agency or Sacramento Area Sanitation District.

**ADDITIONAL REQUIRED STATEMENTS BY TYPE OF MAP:**

**FOR PARCEL MAPS:**

**CITY ENGINEER’S STATEMENT**

I HEREBY STATE THAT I HAVE EXAMINED THIS PARCEL MAP AND FIND IT TO BE SUBSTANTIALLY THE SAME AS THE TENTATIVE MAP APPROVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ALL APPLICABLE CITY ORDINANCES HAVE BEEN COMPLIED WITH.

\_\_\_\_\_ DATE

R.C.E. 64057

EXPIRATION DATE: 9/30/25

**CITY SURVEYOR’S STATEMENT**

I HEREBY STATE THAT I AM SATISFIED THAT THIS PARCEL MAP IS TECHNICALLY CORRECT.

\_\_\_\_\_ DATE

P.L.S. XXXXX

EXPIRIATION DATE: XX/XX/XXXX

**CITY CLERK’S STATEMENT**

I hereby state that the city council of the City of Rancho Cordova has approved this Parcel Map (and accepts on behalf of the public all rights of way and easements hereon offered for dedication) (and do hereby certify the abandonment listed hereon.)

**ENGINEER'S/SURVEYOR'S STATEMENT**

This map was prepared by me or under my direction and (was compiled from record data) / (is based upon a field survey) in conformance with the requirements of the Subdivision Map Act and local ordinances at the request of \_\_\_\_\_ in \_\_\_\_\_, 20\_\_\_. I hereby state that this parcel map substantially conforms to the approved or conditionally approved tentative map, if any, including the size, shape, layout, and number of lots. All monuments shown hereon are of the character and occupy the positions indicated. The monuments are sufficient to enable the survey to be retraced.

\_\_\_\_\_ Date Printed Name \_\_\_\_\_

(SEAL)

Registration Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

(Older version)

**IMPROVEMENT REQUIREMENTS**

The following public improvements shall be constructed in accordance with the City of Rancho Cordova Improvement Standards within a reasonable time following approval of the Parcel Map and prior to the issuance of any permit or other grant of approval for development of the hereon-created parcels:

- STREETS:                                Class \_\_\_\_
- STREET LIGHTS:                      (REQUIRED / NONE)
- SEWER:                                    (REQUIRED / PRIVATE SEPTIC)
- DRAINAGE:                              (REQUIRED / NONE)
- WATER/HYDRANTS:                  (REQUIRED / PRIVATE WELL)

OR add a note to the NOTES that states:

PUBLIC IMPROVEMENTS REQUIRED BY THE APPROVED TENTATIVE MAP SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF RANCHO CORDOVA IMPROVEMENT STANDARDS WITHIN A REASONABLE TIME FOLLOWING THE FILING OF THE PARCEL MAP AND PRIOR TO THE ISSUANCE OF ANY PERMIT OR OTHER GRANT OF APPROVAL FOR DEVELOPMENT OF THE HEREIN CREATED PARCELS.

**RECORDER'S STATEMENT**

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_M. in Book \_\_\_\_\_ of Parcel Maps at Page \_\_\_\_\_ at the request of \_\_\_\_\_ . Title to the land included in this parcel map being vested as per Certificate No. \_\_\_\_\_ on file in this office.

Donna Allred  
County Recorder

File no. \_\_\_\_\_

Fee: \_\_\_\_\_

By: \_\_\_\_\_  
County Recorder Deputy

**FOR SUBDIVISION MAPS:**

**CITY ENGINEER'S STATEMENT**

I HEREBY STATE THAT I HAVE EXAMINED THIS PLAT OF \_\_\_\_\_ AND FIND IT TO BE SUBSTANTIALLY





**ENGINEER'S/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 \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_. I hereby state that all the monuments are of the character and occupy the positions indicated or that they will be set in those positions before (date), 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, including the size, shape, layout, and number of lots.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name  
Registration Number: \_\_\_\_\_ (SEAL)  
Expiration Date: \_\_\_\_\_

**Notary Acknowledgment**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached and not the truthfulness, accuracy, or validity of that document.

State of \_\_\_\_\_  
County of \_\_\_\_\_

On \_\_\_\_\_, before me \_\_\_\_\_, a Notary Public in and for said County and State, personally appeared \_\_\_\_\_ who 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.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

Witness my hand:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

My Principal place of business is: \_\_\_\_\_

My commission expires: \_\_\_\_\_

**TRUSTEE'S STATEMENT**

\_\_\_\_\_, Trustee under Deed of Trust dated \_\_\_\_\_, 20\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_ of Official Records of Sacramento County, State of California, hereby consents to the recordation of this map.

By: \_\_\_\_\_

By: \_\_\_\_\_

**The following standard notes shall be added to all Subdivision Maps (when applicable)**

“This property is subject to any Conditions of Approval set forth in connection with the adopted tentative map that have not been performed at the time of final map recordation.  
(Control Number: \_\_\_\_\_)

This subdivision contains \_\_\_\_\_ acres gross and XXX lots.

(All distances on curved lines are chord measurements) or (All curve dimensions are arc length and delta)

A soils report for this subdivision was prepared by \_\_\_\_\_ in \_\_\_\_\_ a copy of this report is available for public inspection at the office of the City of Rancho Cordova building inspector.

There is a 5.00 foot postal easement adjacent to all road right of ways show hereon.

A private agreement for road maintenance purposes shall be concurrently entered into upon the sale of each parcel. (Private Road)

Private access easements for access to each parcel are to be provided with the sale of each parcel. (Private road)

The access road is to be constructed to a standard of 2 inches of asphaltic concrete over a minimum of 6 inches of aggregate base to a 20-foot section width, including adequate turnaround facilities at the end of the road, prior to any permits. A Civil improvement plan may be required for the private road as determined by the City of Rancho Cordova Public Works Director.

The land shown hereon, being (a portion of “the description”) is hereby merged and re-subdivided; and the right-of-way granted in (recorded document number) not shown hereon is abandoned pursuant to Section 66499.20 ½ of the Government Code.

The land shown hereon, being (a portion of “the description”), is here by merged and re-subdivided; and the right-of-way and/or easements listed below, not shown hereon is (are) abandoned pursuant to Section 66499.20 ½ of the Government Code.

The land shown hereon, being (a portion of “the description”), is hereby merged and resubdivided; and the and the right-of-way and or easements listed below, not shown hereon is/are abandoned pursuant to Section 66499.20 ½ of the Government Code.

A Certificate of Compliance or a Map shall be filed prior to the sale of any “Remainder” lot or parcel.

Other notes as described by the City of Rancho Cordova may be required.

**Recorder’s Fees**

The following fees are the responsibility of the customer. Please verify the amount with the map checker. The checks are payable to the County of Sacramento. The city allows the title company to transport the map to the recorder’s office. Payment for recording should be coordinated with them.

Documents (tax letter):	1 <sup>st</sup> page	\$95.00
	Additional pages	\$3.00/page
Maps:	1 <sup>st</sup> sheet	\$113.00
	Additional sheets	\$19.00/sheet

**Preferred Mapping Line Types**

Centerline	_____
P. U. E. Line	-----
Right-of-Way	_____
Off-site lines	_____
Subject Property Line	<b>_____</b>
Interior Property Line	_____

The only lines that should be solid are the property lines of the subject property.

The boundary of subdivisions and parcel maps should be bold with interior division lines being lighter in character.

Lines that represent ties or information important to the boundary resolution or understanding of the survey should be clearly labeled as to their purpose.

**Types of Security**

- Performance and Labor and Material Bond on standard city form
- “Letter of Credit” or “Irrevocable Letter of Credit” on standard form
- Certificate of Deposit (CD) on bank format with assignment form in triplicate
- Savings (passbook) account assigned to City
- Cash

**Timing of Bond Releases**

- Upon the initial final acceptance of the improvements by City – the performance security may be reduced to 15%. The date of final acceptance initiates the beginning of the one year warranty period.
- Upon verification all inspection charges are paid or any other charges related to the project are paid in full the performance security may be reduced to 10%.
- The labor and material security shall be held by the city for 6 month from the date of final acceptance of the improvements.
- The warranty (10%) security may be release one year after final acceptance of the improvements as long as any and all improvement failures have been corrected.
- Bonds or security’s are not automatically released. The owner/developer shall provide a written request for bond release to the City Engineer’s office.