



**GUIDE FOR THE PREPARATION**

**OF**

**TRACT MAPS, PARCEL MAPS,  
RECORDS OF SURVEY AND CORNER RECORDS**

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COUNTY SURVEYOR

SEPTEMBER 2022

TO: All persons interested in Map Preparation in Ventura County

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

This manual has been prepared as an update of the outdated Ventura County *Guide for the Preparation of Tract Maps, Parcel Maps, Records of Survey and Corner Records*.

This manual reflects published data as of **SEPTEMBER 2022**. This manual is meant to reflect the current 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.

This manual may be downloaded from the County Surveyor's website at

<https://www.vcpublishworks.org/es/countysurveyor/#1531327732511-67fd141c-b203>

This office will make updates to this manual on an ongoing basis and maintain it at this link. However, names should be verified with the agency prior to signature.

Sincerely,

Daniel J. Walsh  
County Surveyor

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## SECTION 1: TRACT MAPS

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### **OWNER'S STATEMENT**

The undersigned hereby state(s) that (they are/he/she is) the (owners/owner) of, or have (has) a record title interest 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, and 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 [Section 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 - have (has) a record title interest 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, and 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 [Section 5](#).)*

## SECTION 1: TRACT MAP

### **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 have (has) a record title interest in the real property included within this subdivision and condominium project entitled TRACT NO. \_\_\_\_\_, shown on this map within the exterior boundary line, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, and 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 [Section 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 MAP

### SURVEYOR'S (ENGINEER'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 heron 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) P.L.S. (or R.C.E.) \_\_\_\_\_

**SECTION 1: TRACT MAP**

**COUNTY SURVEYOR'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 and that I am satisfied that the map is technically correct.

Date: \_\_\_\_\_, 20 \_\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**CITY ENGINEER'S STATEMENT**

*Use dual statements beginning on [page 1-11](#).*

**SECTION 1: TRACT MAP**

**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.

STEVEN HINTZ  
County Tax Collector  
County of Ventura

By: \_\_\_\_\_  
Deputy County Tax Collector

Date: \_\_\_\_\_, 20\_\_\_\_

**COUNTY RECORDER'S CERTIFICATE**

Document No. \_\_\_\_\_

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

MARK A. LUNN  
County Recorder  
County of Ventura

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

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

**SECTION 1: TRACT MAP**

**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)

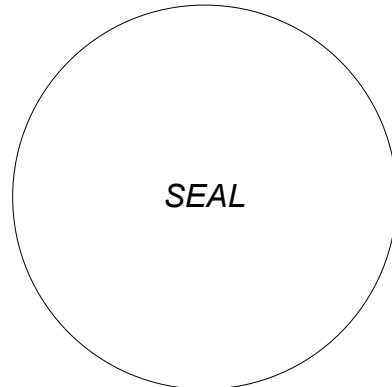
*City of Thousand Oaks maps only:*

*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 \_\_\_\_

Registration No: \_\_\_\_\_



**SECTION 1: TRACT MAP**

**BOARD OF SUPERVISOR’S 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 of 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:

\_\_\_\_\_  
Mayor of the City  
of \_\_\_\_\_

\_\_\_\_\_  
City Clerk of the City  
of \_\_\_\_\_

## SECTION 1: TRACT MAP

### ABANDONMENT CERTIFICATE

This is to certify that pursuant to Section 66434(g) 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)

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

MARK A. LUNN  
County Clerk  
County of Ventura

Date: \_\_\_\_\_, 20\_\_\_\_\_

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

Camarillo:	Kristy Buxkemper,	City Clerk
Fillmore:	David W. Rowlands,	City Manager
Moorpark:	Ky Spangler,	City Clerk
Ojai:	Cynthia Burell,	City Clerk
Oxnard:	Rose Chaparro,	City Clerk
Port Hueneme:	Georgianna Alvarez	City Clerk
San Buenaventura:	Michael B. MacDonald	City Clerk
Santa Paula:	Julie Latshaw,	City Clerk
Simi Valley:	Brian Gabler	City Manager
Thousand Oaks:	Cynthia M. Rodriguez,	City Clerk

This statement can be set up for Special Districts.

## SECTION 1: TRACT MAP

### 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 (map) recorded on \_\_\_\_\_, 20 \_\_\_\_\_, as Instrument No. \_\_\_\_\_ of Official Records of Ventura County (or in Book \_\_\_\_\_ Page \_\_\_\_\_ of Miscellaneous Records).

*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 MAP

### **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 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."*

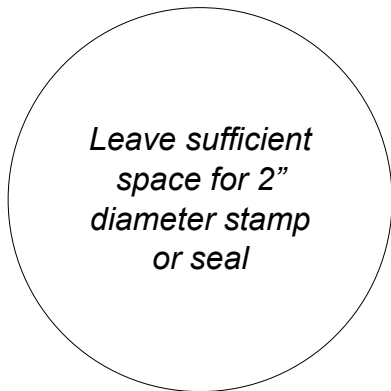
**SECTION 1: TRACT MAP**

**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, and 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 R.C.E. 50878  
City Engineer  
City of Camarillo

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**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, and 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\_\_\_\_



\_\_\_\_\_  
ROXANNE HUGHES R.C.E. 62381  
City Engineer  
City of Fillmore

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**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\_\_\_\_

---

NORMA GUTIERREZ  
City Treasurer  
City of Fillmore

**SECTION 1: TRACT MAP**

**CITY OF OJAI**

**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\_\_



\_\_\_\_\_  
\_\_\_\_\_  
R.C.E. \_\_\_\_\_  
City Engineer  
City of Ojai

**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\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**CITY OF OJAI**

**CITY PLANNING DIRECTOR STATEMENT**

I state that this final/tract map has been checked and complies with the tentative TRACT MAP. \_\_\_\_\_ and its conditions as approved on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Date: \_\_\_\_\_, 20\_\_\_\_\_

---

LUCAS SEIBERT  
Community Development Director  
City of Ojai

**SECTION 1: TRACT MAP**

**CITY OF OXNARD**

**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, and 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\_\_\_\_



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JEFF R. PENGILLEY R.C.E 59872  
City Engineer  
City of Oxnard

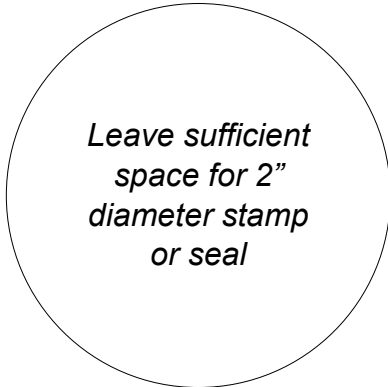
**SECTION 1: TRACT MAP**

**CITY OF OXNARD**

**CITY SURVEYOR'S STATEMENT** *(use only if reviewed by City Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_



\_\_\_\_\_  
JAMES P. FALLON P.L.S. 7807  
Acting City Surveyor  
City of Oxnard

**Or (as applicable)**

**COUNTY SURVEYOR'S STATEMENT** *(use only if reviewed by County Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**CITY OF OXNARD**

**CITY TREASURER'S CERTIFICATE**

I \_\_\_\_\_, City Treasurer of the City of Oxnard, County of Ventura, State of California, do hereby certify that according to the records of my office, there are no liens against \_\_\_\_\_ or any part thereof, for unpaid municipal taxes or special assessments collected as municipal taxes, except taxes or special assessments collected as municipal taxes, except taxes or special assessments not yet payable. Witness my hand and the official seal of the City of Oxnard this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
PHILIP S. MOLINA  
City Treasurer  
City of Oxnard

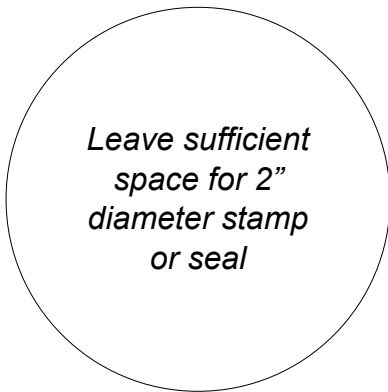
**SECTION 1: TRACT MAP**

**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\_\_



\_\_\_\_\_  
DONALD E. VILLAFANA R.C.E. 37354  
City Engineer/ Public Works Director  
City of Port Hueneme

**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\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**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 MAP**

### **CITY OF SAN BUENAVENTURA**

#### **LINK TO CITY OF SAN BUENAVENTURA MAP PREPARATION STANDARDS AND STATEMENTS:**

<https://www.cityofventura.ca.gov/DocumentCenter/View/31883/City-Map-Preparation-Standards--Statements-PDF?bidId=>

**SECTION 1: TRACT MAP**

**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, and 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\_\_\_\_



\_\_\_\_\_  
ROXANNE HUGHES R.C.E. 62381  
City Engineer  
City of Santa Paula

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**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 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 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:

\_\_\_\_\_  
JULIE LATSHAW  
City Clerk of the City of Santa Paula

\_\_\_\_\_  
RICK ARAIZA  
Mayor of the City of Santa Paula

APPROVED AS TO FORM:

\_\_\_\_\_  
JOHN C COTTI  
City Attorney of the City of Santa Paula



**SECTION 1: TRACT MAP**

**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, and 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. FUCHIWAK R.C.E. 34663  
City Engineer  
City of Simi Valley

**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\_\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**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, and 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\_\_\_\_\_



\_\_\_\_\_  
NADER HEYDARI P.E. 68244  
City Engineer  
City of Thousand Oaks

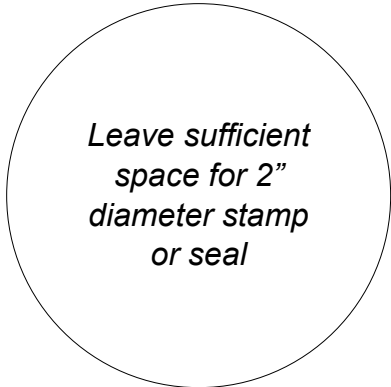
**SECTION 1: TRACT MAP**

**CITY OF THOUSAND OAKS**

**CITY SURVEYOR'S STATEMENT** *(use only if reviewed by City Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_\_



\_\_\_\_\_  
NAHID SAFAIE-DEY P.L.S. 8949  
City Surveyor  
City of Thousand Oaks

**Or (as applicable)**

**COUNTY SURVEYOR'S STATEMENT** *(use only if reviewed by County Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 1: TRACT MAP**

**CITY OF THOUSAND OAKS**

**CITY CLERK'S CERTIFICATE** *(use only when the City Council approves the map and/or there is an Abandonment Certificate on the map – use instead of City Engineer's Approval and Acceptance)*

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.*

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

\_\_\_\_\_  
CYNTHIA M. RODRIGUEZ  
City Clerk  
City of Thousand Oaks

**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. \_\_\_\_\_.

**SECTION 1: TRACT MAP**

**CITY OF THOUSAND OAKS**

**CITY ENGINEER'S APPROVAL AND ACCEPTANCE** *(use when the City Engineer approves the map)*

The City Engineer, on behalf of the City Council of the City of Thousand Oaks and pursuant to authority conferred by Sections 9-3.946, 9-3.1002, and 9-3.1003 of the City of Thousand Oaks Municipal Code, hereby approves this map and accepts the following offers of dedication (wording to the effect of accepting or rejecting offers made within owner's certificate is added to this certification).

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NADER HEYDARI P.E. 68244  
City Engineer  
City of Thousand Oaks

**CITY CLERK CERTIFICATE** *(use only with City Engineer's Approval and Acceptance)*

I hereby certify that this map was presented to, approved, and signed by the City Engineer on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

\_\_\_\_\_  
CYNTHIA M. RODRIGUEZ  
City Clerk  
City of Thousand Oaks

## SECTION 2: PARCEL MAPS

### SECTION 2: PARCEL MAPS

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#### **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 (have/ has a) record title interest in, the real property included within the boundary of the subdivision shown on this pay, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, and 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, signature, and acknowledgments as appropriate from [Sections 3](#) and [Section 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 (have/has a) record title interest 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, and 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 with and parcels...

*(Use appropriate identifiers in above statement and add dedications, signatures, and acknowledgments as appropriate from [Sections 3](#) and [Section 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 (have/has a) record title interest in the real property included within this subdivision and condominium project entitled PARCEL MAP NO. \_\_\_\_\_, shown on this map withing the exterior boundary line, that (they are/he/she is) the only (persons/person) whose consent is necessary to pass title to said real property, and 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 [Section 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 Statements

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.

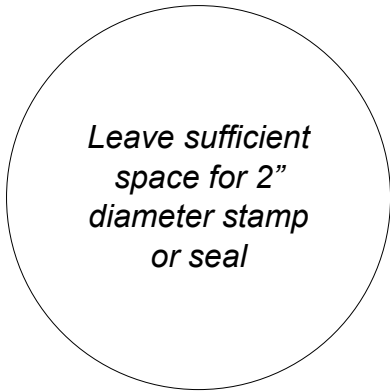
*When the parcel map consists of a subdivision of a leasehold interest, it shall be so indicated in the title block on the map.*

**SECTION 2: PARCEL MAPS**

**SURVEYOR'S (ENGINEER'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)* P.L.S. (or R.C.E.)\_\_\_\_\_

*Statement wording required by Subdivision Map Act, Section 66449.*

**SECTION 2: PARCEL MAPS**

**SURVEYOR'S (ENGINEER'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)* P.L.S. (or R.C.E.) \_\_\_\_\_

*Statement wording required by Subdivision Map Act, Section 66449.*

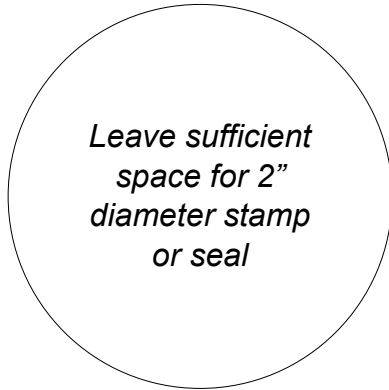
*Note: the above statement may be combined with the Monumentation Statement (see page 2-6 for combined statement).*

## 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) P.L.S. (or R.C.E.)*\_\_\_\_

*Note: the above statement may be combined with the Surveyor's (Engineer's) Statement (see page 2-5 for combined statement).*

## SECTION 2: PARCEL MAPS

### **SURVEYOR'S (ENGINEER'S) STATEMENT** *(for use with combined Surveyor'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 this parcel map substantially conforms to the approved or conditionally approved tentative map, if any, and that all the 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)* P.L.S. (or R.C.E.)\_\_\_\_\_

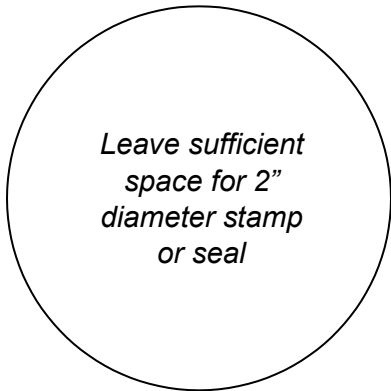
**SECTION 2: PARCEL MAPS**

**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 \_\_\_\_\_

DANIEL J WALSH  
County Surveyor  
County of Ventura



By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

*Statement wording required by Subdivision Map Act, Section 66450*

**CITY ENGINEER'S STATEMENT**

*Use dual statements beginning on page 2-16*

**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.

STEVEN HINTZ  
County Tax Collector  
County of Ventura

By: \_\_\_\_\_  
Deputy County Tax Collector

Date: \_\_\_\_\_, 20\_\_\_\_

**COUNTY RECORDER'S CERTIFICATE**

Document No. \_\_\_\_\_

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

MARK A. LUNN  
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.*

**SECTION 2: PARCEL MAPS**

**SOILS AND/OR GEOLOGICAL 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)

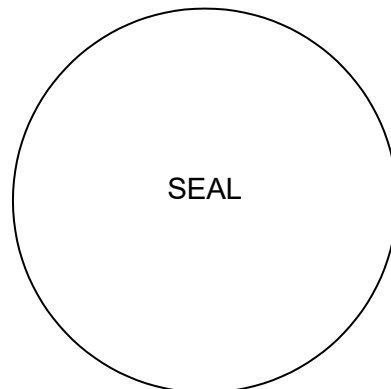
*City of Thousand Oaks maps only:*

*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\_\_\_\_

Registration No: \_\_\_\_\_



## SECTION 2: PARCEL MAPS

### ABANDONMENT CERTIFICATE

This is to certify that pursuant to Section 66434(g) 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.

MARK A. LUNN  
County Clerk  
County of Ventura

Date: \_\_\_\_\_, 20\_\_\_\_\_

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

Camarillo:	Kristy Buxkemper,	City Clerk
Fillmore:	David W. Rowlands,	City Manager
Moorpark:	Ky Spangler,	City Clerk
Ojai:	Cynthia Burell,	City Clerk
Oxnard:	Rose Chaparro,	City Clerk
Port Hueneme:	Georgianna Alvarez	City Clerk
San Buenaventura:	Michael B. MacDonald	City Clerk
Santa Paula:	Julie Latshaw,	City Clerk
Simi Valley:	Brian Gabler	City Manager
Thousand Oaks:	Cynthia M. Rodriguez,	City Clerk

This statement can be set up for Special Districts.

## 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 [map] recorded on \_\_\_\_\_, 20\_\_\_\_, as Instrument No \_\_\_\_\_ of Official Records [Book \_\_\_\_\_ Page \_\_\_\_\_ of Miscellaneous 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.”**

## 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.)*

**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.*

*(For Simi Valley, use only where there is a subdivision improvement agreement for the project construction of public improvements and/or streets and highways/sidewalks.)*

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**

**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, and 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 R.C.E. 50878  
City Engineer  
City of Camarillo

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: 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, and 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\_\_\_\_



\_\_\_\_\_  
ROXANE HUGHES R.C.E. 62381  
City Engineer  
City of Fillmore

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: PARCEL MAPS**

**CITY OF OJAI**

**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, and 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\_\_\_\_



\_\_\_\_\_  
\_\_\_\_\_  
City Engineer  
City of Ojai

R.C.E. \_\_\_\_\_

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: PARCEL MAPS**

**CITY OF OJAI**

**CITY PLANNING DIRECTOR STATEMENT**

I state that this parcel map has been checked and complies with the tentative PARCEL MAP. \_\_\_\_\_ and its conditions as approved on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Date: \_\_\_\_\_, 20\_\_

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LUCAS SEIBERT  
Community Development Director  
City of Ojai

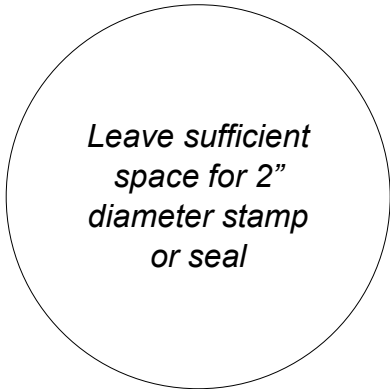
**SECTION 2: PARCEL MAPS**

**CITY OF OXNARD**

**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, and 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, if required, have been complied with.

Date: \_\_\_\_\_, 20\_\_\_\_



\_\_\_\_\_  
JEFF R. PENGILLEY R.C.E. 59872  
City Engineer  
City of Oxnard

**SECTION 2: PARCEL MAPS**

**CITY OF OXNARD**

**CITY SURVEYOR'S STATEMENT** *(use only if reviewed by City Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_



\_\_\_\_\_  
JAMES P. FALLON P.L.S. 7807  
Acting City Surveyor  
City of Oxnard

**Or (as applicable)**

**COUNTY SURVEYOR'S STATEMENT** *(use only if reviewed by County Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: PARCEL MAPS**

**CITY OF OXNARD**

**CITY TREASURER'S CERTIFICATE**

I \_\_\_\_\_, City Treasurer of the City of Oxnard, County of Ventura, State of California, do hereby certify that according to the records of my office, there are no liens against \_\_\_\_\_ or any part thereof, for unpaid municipal taxes or special assessments collected as municipal taxes, except taxes or special assessments collected as municipal taxes, except taxes or special assessments not yet payable. Witness my hand and the official seal of the City of Oxnard this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
PHILIP S. MOLINA

City Treasurer

City of Oxnard

**SECTION 2: 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\_\_\_\_



\_\_\_\_\_  
DONALD E. VILLAFANA R.C.E. 37354  
City Engineer  
City of Port Hueneme

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: 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

### CITY OF SAN BUENAVENTURA

#### LINK TO CITY OF SAN BUENAVENTURA MAP PREPARATION STANDARDS AND STATEMENTS:

<https://www.cityofventura.ca.gov/DocumentCenter/View/31883/City-Map-Preparation-Standards--Statements-PDF?bidId=>

**SECTION 2: 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, and 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\_\_\_\_



\_\_\_\_\_  
ROXANNE HUGHES R.C.E. 62381  
City Engineer  
City of Santa Paula

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: 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:

\_\_\_\_\_  
JULIE LATSHAW  
City Clerk of the City of Santa Paula

\_\_\_\_\_  
RICK ARAIZA  
Mayor of the City of Santa Paula

APPROVED AS TO FORM:

\_\_\_\_\_  
JOHN C COTTI  
City Attorney

**SECTION 2: 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, and 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 R.C.E. 34663  
City Engineer  
City of Simi Valley

**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\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

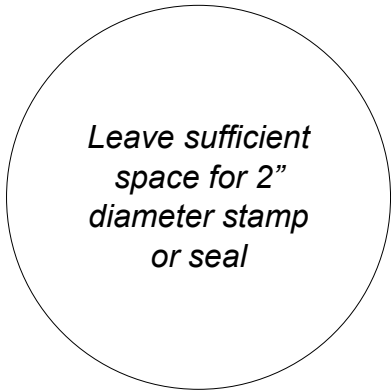
**SECTION 2: PARCEL MAPS**

**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, and 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\_\_\_\_



\_\_\_\_\_  
NADER HEYDARI P.E. 68244  
City Engineer  
City of Thousand Oaks

**SECTION 2: PARCEL MAPS**

**CITY OF THOUSAND OAKS**

**CITY SURVEYOR'S STATEMENT** *(use only if reviewed by City Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_



\_\_\_\_\_  
NAHID SAFAIE-DEY P.L.S. 8949  
City Surveyor  
City of Simi Valley

**Or (as applicable)**

**COUNTY SURVEYOR'S STATEMENT** *(use only if reviewed by County Surveyor)*

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

Date: \_\_\_\_\_, 20\_\_\_\_



DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 2: PARCEL MAPS**

**CITY OF THOUSAND OAKS**

**CITY CLERK’S CERTIFICATE** *(use only when the City Council approves the map and/or there is an Abandonment Certificate on the map – use instead of City Engineer’s Approval and Acceptance)*

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.*

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

\_\_\_\_\_  
CYNTHIA M. RODRIGUEZ  
City Clerk  
City of Thousand Oaks

**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 2: PARCEL MAPS**

**CITY OF THOUSAND OAKS**

**CITY ENGINEER’S APPROVAL AND ACCEPTANCE** *(use when the City Engineer approves the map)*

The City Engineer, on behalf of the City Council of the City of Thousand Oaks and pursuant to authority conferred by Sections 9-3.946, 9-3.1002, and 9-3.1003 of the City of Thousand Oaks Municipal Code, hereby approves this map and accepts the following offers of dedication (wording to the effect of accepting or rejecting offers made within owner’s certificate is added to this certification).

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NADER HEYDARI P.E. 68244  
City Engineer  
City of Thousand Oaks

**CITY CLERK CERTIFICATE** *(use only with City Engineer’s Approval and Acceptance)*

I hereby certify that this map was presented to, approved, and signed by the City Engineer on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

\_\_\_\_\_  
CYNTHIA M. RODRIGUEZ  
City Clerk  
City of Thousand Oaks

## SECTION 3: DEDICATION STATEMENTS

### SECTION 3: DEDICATION STATEMENTS

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*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 purposes an easement for 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 purposes, the right-of-way, in fee, 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 ... (*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.) lines 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 City of Camarillo, City of Ojai, City of Port Hueneme, and City of 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 \_\_\_\_\_.

### SECTION 3: DEDICATION STATEMENTS

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
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 (public, if appropriate) 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, City of Ojai, and City of Port Hueneme 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 (if required in the Conditions)*

*All easements for public purposes, 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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**COUNTY SURVEYOR'S ACCEPTANCE CERTIFICATE**

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

*(Include acceptance statements from this section as appropriate here.)*

Date: \_\_\_\_\_, 20 \_\_\_\_\_

DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

## SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

### **ACCEPTANCE STATEMENTS** for Board of Supervisors' (*Tract Maps only*), *City Certificate and City Engineers Acceptances (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. Water rights as offered hereon.
7. 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))*

*Include the following acceptance statements as appropriate:*

1. ... for public purposes an easement for 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**

**VENTURA COUNTY WATERSHED PROTECTION DISTRICT ACCEPTANCE CERTIFICATE**

The Ventura County Watershed Protection District hereby accepts [Parcel X in fee or \_\_\_\_\_] as offered.

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
JEFF PRATT  
Director of Public Works  
County of Ventura

**VENTURA COUNTY WATERWORKS DISTRICT (VCWD) NO. 1 (or as applicable) ACCEPTANCE CERTIFICATE** *(VCWD No. 1,16,17,19 or 38)*

This is to certify that the [water pipeline easement or as appropriate] offered hereon to the Ventura County Waterworks District No. \_\_\_\_\_, 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\_\_\_\_

DANIEL J. WALSH  
County Surveyor  
County of Ventura

By: \_\_\_\_\_  
DEBORA L. NAVES P.L.S. 6635  
Deputy County Surveyor

**SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES**

**VENTURA COUNTY WATERWORKS DISTRICT (VCWD) NO. 8 ACCEPTANCE CERTIFICATE** *(for acceptance of dedications on behalf of VCWD #8 only)*

That is to certify that the easement(s) for \_\_\_\_\_ purposes are hereby accepted by the undersigned City Manager of behalf of the Board of Directors of the above named District pursuant to Section 66463 of the Subdivision Map Act and to the authority conferred by Ordinance No. WWD-17 adopted by the Board of Directors of the Ventura County Waterworks District No. 8 on November 13, 2017, and the subdivider consents to the recording thereof by the City Manager.

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
BRIAN P. GABLER  
City Manager, City of Simi Valley

**VENTURA COUNTY WATERWORKS DISTRICT (VCWD) NO. 8 ACCEPTANCE CERTIFICATE** *(for acceptance of combined dedications on behalf of both the City and VCWD #8)*

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

That is to certify that the easement(s) for \_\_\_\_\_ purposes are hereby accepted by the undersigned City Manager of behalf of the Board of Directors of the above named District pursuant to Section 66463 of the Subdivision Map Act and to the authority conferred by Ordinance No. 1281 and Ordinance No. WWD-17 adopted by the City Council and the Board of Directors of the Ventura County Waterworks District No. 8 respectively, on November 13, 2017, and the subdivider consents to the recording thereof by the City Manager.

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
BRIAN P. GABLER  
City Manager, City of Simi Valley

## SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

### ACCEPTANCE STATEMENTS—CITY OF SAN BUENAVENTURA

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

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

...the easements for landscaping, drainage, water line, storm drain, and sanitary sewer, as shown on this map.

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

...\_\_\_\_\_ 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 and City of Fillmore)*

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

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

City of San Buenaventura requires dedication by [separate instrument](#) without mention on map.

## SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES

### CITY OF SIMI VALLEY CERTIFICATE

This is to certify that the easement(s) (*describe easement(s) being accepted*) are/is 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 the authority conferred by Ordinance No. 1281 adopted by the City Council on November 13, 2017, and the subdivider consents to the recording thereof by the City Manager.

Date: \_\_\_\_\_, 20\_\_\_\_

---

BRIAN P. GABLER  
City Manager, City of Simi Valley

*(Use on parcel maps where there is no subdivision improvement agreement for construction of public improvements or streets and highways/sidewalks. If such an agreement exists, use City Council's Certificate, page 2-15)*

**SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES**

**CAMARILLO SANITARY DISTRICT ACCEPTANCE CERTIFICATE**

Camarillo Sanitary District does hereby accept the easements as herein offered and shown 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**

**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 \_\_\_\_\_ 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 \_\_\_\_

\_\_\_\_\_  
Mary Otten  
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\_\_\_\_

\_\_\_\_\_  
Tony Stafford  
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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**INDIVIDUAL**

\_\_\_\_\_  
\_\_\_\_\_  
(PRINT NAME)

**CORPORATION**

ABC Corporation, a California corporation

By: \_\_\_\_\_  
\_\_\_\_\_  
(PRINT NAME)  
\_\_\_\_\_  
(TITLE)

By: \_\_\_\_\_  
\_\_\_\_\_  
(PRINT NAME)  
\_\_\_\_\_  
(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, LLC, or Other**

XYZ, a partnership

By: \_\_\_\_\_  
\_\_\_\_\_  
(PRINT NAME)  
\_\_\_\_\_  
(TITLE)

*Limited partners' signatures are not required.*

**SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS**

**BENEFICIARY (OR TRUSTEE) UNDER A DEED OF TRUST**

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

\_\_\_\_\_

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
(TITLE)

*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.*

**PUBLIC CORPORATION, AGENCY, NON-PROFIT OR POLITICAL SUBDIVISION**

(NAME OF PUBLIC CORPORATION, AGENCY, NON-PROFIT OR POLITICAL SUBDIVISION)

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

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
(TITLE OF OFFICER)

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

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
(TITLE OF OFFICER)

**SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS**

**CERTIFICATE OF 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 California }  
County of \_\_\_\_\_ }

On \_\_\_\_\_ before me, (here insert name and title of the officer),  
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 paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

Print Name: \_\_\_\_\_

Commission No.: \_\_\_\_\_ Expires on: \_\_\_\_\_

County of Principal Place of Business: \_\_\_\_\_

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

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#### **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:***

## SECTION 6: OMISSION OF SIGNATURE STATEMENTS

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 \_\_\_\_\_.

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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#### 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) daytime 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.

## **SECTION 7: RECORDS OF SURVEY/CORNER RECORDS**

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 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.

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)*

## **SECTION 7: RECORDS OF SURVEY/CORNER RECORDS**

### **SUBMITTAL REQUIREMENTS FOR RECORDS OF SURVEY**

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

- a) Digital 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) For record of survey checking fee:  
<https://www.vcpublishworks.org/es/countysurveyor/#1531327815288-41d0e946-6f66>
- d) For submittal through Citizen Access:  
<https://www.vcpublishworks.org/es/countysurveyor/>

*Ventura County Ordinance No. 4306 adopted June 22, 2004.*

## **SECTION 7: RECORDS OF SURVEY/CORNER RECORDS**

### **COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA (CEAC) 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 <https://www.ceaccounties.org/wp-content/uploads/2022/04/CEAC-Guide-to-Records-of-Survey-and-Corner-Records-07302020.pdf> )

## SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

### RECORD OF SURVEY CHECKLIST

Fee Paid \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ CR No. \_\_\_\_\_

Surveyor/Engineer \_\_\_\_\_

	<b>Date Received</b>	<b>Checked by</b>	<b>Date Completed</b>
1 <sup>st</sup> Check	_____	_____	_____
2 <sup>nd</sup> Check	_____	_____	_____
3 <sup>rd</sup> Check	_____	_____	_____
_____	_____	_____	_____

Check (✓) indicates no deficiency - Cross (X) indicates deficiency – (N/A) indicates not applicable

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)

### **CORNER RECORD TITLE**

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
_____	_____	_____	Name of City (if applicable)
_____	_____	_____	Ventura County, California
_____	_____	_____	“RECORD OF SURVEY”
_____	_____	_____	General description of land surveyed [8764(a)(3)]
_____	_____	_____	Date of Survey [8764(a)(3)]
_____	_____	_____	Sheet number, when two or more sheets

### **CERTIFICATES**

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
_____	_____	_____	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)

## SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

### SURVEYOR'S NOTES

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
_____	_____	_____	Basis of Bearings: map of record, celestial observation, State Plane Coordinates or County Surveyor's Record [8764(a)(2)]
_____	_____	_____	Monument symbols defined. Must include type, size, LS or RCE No. (8764)
_____	_____	_____	Symbols and nonstandard abbreviations defined [8764(a)(7)]

### MATHEMATICAL ACCURACY

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
_____	_____	_____	Map loop closures less than 0.02 ft.
_____	_____	_____	All bearings shown [8764(a)(2)]
_____	_____	_____	All distances shown [8764(a)(2)]
_____	_____	_____	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

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
_____	_____	_____	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(a)(2)]
_____	_____	_____	Graphic scale [8764(a)(2)]
_____	_____	_____	City or County boundary lines are required
_____	_____	_____	Reference to adjacent tract or other maps of record when pertinent [8764(a)(4)]
_____	_____	_____	Legibility of map data (8763)
_____	_____	_____	Street names and widths shown
_____	_____	_____	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

## SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

\_\_\_\_ \_\_\_\_ \_\_\_\_ Purpose indicated for all easements shown  
\_\_\_\_ \_\_\_\_ \_\_\_\_ Details if required for clarity  
\_\_\_\_ \_\_\_\_ \_\_\_\_ Arrows if needed to clarify dimensions  
\_\_\_\_ \_\_\_\_ \_\_\_\_ No ditto marks  
\_\_\_\_ \_\_\_\_ \_\_\_\_ Spelling  
\_\_\_\_ \_\_\_\_ \_\_\_\_ Other: \_\_\_\_\_

### SURVEY PROCEDURES

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
____	____	____	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)

DANIEL J. WALSH, PLS 7540  
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.

Filed to perpetuate the location of a monument prior to construction	<u>PLS Act</u> 8771(b)
Filed to perpetuate the location of a monument after construction	8771(c)
The survey is a retracement of lines shown on a subdivision map, official map or Record of Survey where no material discrepancies and sufficient monumentation are found	8765(d)
Public Land Corner – (Except "Lost" Corner)	8773(a)

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

## SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

### **SUBMITTAL REQUIREMENTS FOR CORNER RECORDS**

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

- a) Digital copies of all research material used to prepare the map are furnished.
- b) Complete closure calculations (*if applicable*) are furnished. (If computer printouts are furnished, input and output shall be adequately labeled).
- c) For corner records checking fee:  
<https://www.vcpublishworks.org/es/countysurveyor/#1531327815288-41d0e946-6f66>
- d) For submittal through Citizen Access:  
<https://www.vcpublishworks.org/es/countysurveyor/>

*PLS Act 8773.2(e)*

## SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

### CORNER RECORD CHECKLIST

Fee Paid \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ CR No. \_\_\_\_\_

Surveyor/Engineer \_\_\_\_\_

	<b>Date Received</b>	<b>Checked by</b>	<b>Date Completed</b>
1 <sup>st</sup> Check	_____	_____	_____
2 <sup>nd</sup> Check	_____	_____	_____

Check (✓) indicates no deficiency - Cross (X) indicates deficiency – (N/A) indicates not applicable

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

Utilize State Corner Record Form per Board Rule 464(a),(h) and PLS Act 8773.1:

[https://www.bpelsg.ca.gov/pubs/forms/corner\\_record.pdf](https://www.bpelsg.ca.gov/pubs/forms/corner_record.pdf)

### **CORNER RECORD TITLE**

1 <sup>st</sup>	2 <sup>nd</sup>	
_____	_____	Name of City or Unincorporated territory [464(a)(1)]
_____	_____	Ventura County, California [464(a)(1)] (Pre & Post Construction Survey
_____	_____	Date if applicable)
_____	_____	Date of survey [464(a)(6)]
_____	_____	Brief Legal Description
_____	_____	Corner Record Type
_____	_____	Coordinates (optional) [464(b)] (8771.5)
_____	_____	PLS Act Referenced <i>checked</i>
_____	_____	Corner/Monument <i>checked</i>
_____	_____	Narrative of Corner (or boxed checked)

### **STATEMENTS**

1 <sup>st</sup>	2 <sup>nd</sup>	
_____	_____	Surveyor's Statement: date and license number
_____	_____	Signed and sealed

## SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

### CORNER RECORD PROCEDURES

1 <sup>st</sup>	2 <sup>nd</sup>	
_____	_____	Survey based upon sufficient control
_____	_____	Durable monuments (8771)
_____	_____	Monuments tagged (8772)
_____	_____	Relationship to adjacent lines of record when pertinent [464(a)(7),(10)] [8765(d)]
_____	_____	Distance to nearest intersection (if applicable)
_____	_____	Methods of establishment of lines or points shown where necessary
_____	_____	Monument symbols defined. Must include type, size, and location [464(a)(7)(A)]
_____	_____	Symbols and nonstandard abbreviations defined
_____	_____	Arrows if needed to clarify dimensions
_____	_____	Description of monument found or set [464(a)(5)]
_____	_____	Basis of bearings, bearing and length of line [464(a)(7)(B)]
_____	_____	Minimum text size (.08 in.)
_____	_____	Other: _____

### SHEET #2 SKETCH (PLS ACT 8771)

1 <sup>st</sup>	2 <sup>nd</sup>	
_____	_____	Map orientation, title and map body to read from bottom or right side of sheet when north arrow points away from reader
_____	_____	North arrow [464(a)(7)(B)]
_____	_____	Scale or no scale [464(a)(7)(B)]
_____	_____	City or County boundary lines (if applicable)
_____	_____	Reference to streets, adjacent tracts, or other maps of record when pertinent (if applicable) [464(a)(7)(C)]
_____	_____	Legibility of map data [464(f)]
_____	_____	Street names shown [464(a)(7)(C)]
_____	_____	Set/Found tie distances; Labeled with Measured M, Record (R), or both M&R.
_____	_____	4 tie-outs recommended

DANIEL J. WALSH, PLS 7540  
County Surveyor

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

## SECTION 8: CERTIFICATE OF CORRECTION

# SECTION 8: CERTIFICATE OF CORRECTION

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### LINK TO CERTIFICATE OF CORRECTION TEMPLATE

<https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fs29422.pcdn.co%2Fwp-content%2Fuploads%2F2020%2F03%2FCertificate-of-Correction.docx&wdOrigin=BROWSELINK>

Edit **red text** to fit your project.

**SECTION 9: MISCELLANEOUS**

**SECTION 9: MISCELLANEOUS**

**TRACT MAP AND PARCEL MAP CHECKLIST**

To: \_\_\_\_\_  
Name  
\_\_\_\_\_

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

\_\_\_\_\_  
Address

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

	<b>Date Received</b>	<b>Checked By</b>	<b>Date Completed</b>
1 <sup>st</sup> Check	_____	_____	_____
2 <sup>nd</sup> Check	_____	_____	_____
3 <sup>rd</sup> Check	_____	_____	_____

**General Comments/Instructions**

Check (✓) indicates no deficiency - Cross (X) indicates deficiency – (N/A) indicates not applicable

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 reviewand/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 Debora Naves at (805) 654-2942 or e-mail [Debbie.Naves@ventura.org](mailto:Debbie.Naves@ventura.org) or contact Dan Walsh at (805) 654-2089 or e-mail [Dan.Walsh@ventura.org](mailto:Dan.Walsh@ventura.org).

## SECTION 9: MISCELLANEOUS

### A. MAP SUBMITTAL

	1 <sup>ST</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	
1.	_____	_____	_____	_____	Unincorporated territory
2.	_____	_____	_____	_____	Tract No. or Parcel Map No. issued
3.	_____	_____	_____	_____	Dashed numbers for phasing <u>separately issued</u>
4.	_____	_____	_____	_____	PDF copy of the map
5.	_____	_____	_____	_____	Preliminary Title Report with legal description
6.	_____	_____	_____	_____	Preliminary Subdivision Guarantee
7.	_____	_____	_____	_____	PDF copies of all 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.	_____	_____	_____	_____	Approved Tentative Map
13.	_____	_____	_____	_____	Final Conditions of Approval
14.	_____	_____	_____	_____	Assessor's Parcel Map
15.	_____	_____	_____	_____	Number of Condominium Units (if applicable) _____
16.	_____	_____	_____	_____	_____

### B. TITLE BLOCK

	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	
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.	_____	_____	_____	_____	Title block on each sheet (all sheets must match)

**SECTION 9: MISCELLANEOUS**

8. \_\_\_\_\_

**C. CERTIFICATES/STATEMENTS ON TITLE SHEET**

	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	
1.	_____	_____	_____	_____	Prepared by land surveyor or qualifying civil engineer
2.	_____	_____	_____	_____	Surveyor's Certificate, signature, license no. and seal
3.	_____	_____	_____	_____	Co. Surveyor's and/or City Engineer's Statements
4.	_____	_____	_____	_____	Recorder's Certificate
5.	_____	_____	_____	_____	Tax Collector's Certificate
6.	_____	_____	_____	_____	Owner's Development Lien Notice, if any (tract maps only)
7.	_____	_____	_____	_____	Soils and /or geologic report
8.	_____	_____	_____	_____	Abandonment Certificate
9.	_____	_____	_____	_____	Additional Map Information Statement
10.	_____	_____	_____	_____	Section 66477.5 Statement
11.	_____	_____	_____	_____	City Treasurer's Certificate (City of Fillmore and City of Oxnard)
12.	_____	_____	_____	_____	Condition of Development Note (Cities of Port Hueneme and San Buenaventura)
13.	_____	_____	_____	_____	Conditional Approval Note (City of Thousand Oaks)
14.	_____	_____	_____	_____	Monumentation Statement for Parcel Maps
15.	_____	_____	_____	_____	Owner's or Subdivider's Statement
16.	_____	_____	_____	_____	Dedications of easements
17.	_____	_____	_____	_____	Ownership checked against preliminary subdivision guarantee
18.	_____	_____	_____	_____	Signatures and acknowledgments
19.	_____	_____	_____	_____	Notary Statement
20.	_____	_____	_____	_____	Proper Format (effective 1/1/2015)
21.	_____	_____	_____	_____	State and County are shown
22.	_____	_____	_____	_____	Notary's name is printed along with signatures
23.	_____	_____	_____	_____	Notary's commission expiration date is shown
24.	_____	_____	_____	_____	County of notary's principal place of business is shown

## SECTION 9: MISCELLANEOUS

25. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Names agree with signatures
26. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Deed of Trust acknowledgments shown "Trustee" or "Beneficiary"
27. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Signature omission statements
28. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Sec. 66436 evidence of compliance if necessary
29. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Dedications for schools
30. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Dedication of access rights
31. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Dedication of water rights (if applicable)
32. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Dedications to Ventura County Watershed Protection District (V.C.W.P.D.)
33. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Governmental agency access easements over private streets
34. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Dedication of park sites or other public use easements
35. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Acceptance certificates for V.C.W.P.D.
36. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Acceptance certificates for other districts
37. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Acceptance certificates for water rights (if applicable)
38. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Board (or Council) approval/acceptance certificate
39. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ City Manager's Acceptance (City of Simi Valley parcel maps)
40. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Co. Surveyor's acceptance certificate on Co. parcel maps
41. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Dedications by separate document
42. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Signatures in black opaque ink
43. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Easements blanket in nature
44. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Subordination of prior easements within streets, etc.
45. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Construction Requirements Statement for Parcel Maps
46. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Reversion to acreage or resubdivision
47. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_

### D. MAP REQUIREMENTS

- |    | 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | 4 <sup>th</sup> |  |
|----|-----------------|-----------------|-----------------|-----------------|--|
| 1. | _____           | _____           | _____           | _____           | Conforms to tentative and conditions                 |
| 2. | _____           | _____           | _____           | _____           | Lots/parcels contain minimum area required by zoning |
| 3. | _____           | _____           | _____           | _____           | Proper map material and coating                      |

## SECTION 9: MISCELLANEOUS

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. \_\_\_\_\_ 3" Graphic scale
9. \_\_\_\_\_ Exterior boundary line width three times the width of any other line
10. \_\_\_\_\_ North arrow
11. \_\_\_\_\_ Map orientation/lettering
12. \_\_\_\_\_ Sheet numbers
13. \_\_\_\_\_ Key map on first map sheet
14. \_\_\_\_\_ Location map on first map sheet
15. \_\_\_\_\_ Location Map Scale 1" = 100' (or as approved by County Surveyor)
16. \_\_\_\_\_ Nearest street intersection if needed to locate subdivision (on location map)
17. \_\_\_\_\_ Access to maintained public street
18. \_\_\_\_\_ Lot frontage 40' minimum
19. \_\_\_\_\_ Flag lot 20' minimum width
20. \_\_\_\_\_ Bearings and lengths on all lines
21. \_\_\_\_\_ Curve data
22. \_\_\_\_\_ Entire lot or parcel shown on one sheet
23. \_\_\_\_\_ Consecutive lot numbers/ "Parcels" on Parcel Maps
24. \_\_\_\_\_ Last lot number to be circled
25. \_\_\_\_\_ Subsequent phases of tracts used continuation of lot numbers
26. \_\_\_\_\_ No ditto marks
27. \_\_\_\_\_ Radial bearings to lot corners on curves
28. \_\_\_\_\_ Widths shown on streets and other easements
29. \_\_\_\_\_ No lots divided by boundary of city or special district
30. \_\_\_\_\_ Proposed or existing easements identified

## SECTION 9: MISCELLANEOUS

31. \_\_\_\_\_ Dimensions of easements
32. \_\_\_\_\_ Ties to easements if lot or parcel is less than ten acres
33. \_\_\_\_\_ Utility easements shown
34. \_\_\_\_\_ City boundaries shown and tied to survey
35. \_\_\_\_\_ Lot or parcel number same as tentative map
36. \_\_\_\_\_ "Parcel X" for flood control purposes
37. \_\_\_\_\_ Lettered "Parcel A", etc. for other dedicated parcels
38. \_\_\_\_\_ Basis of bearings
39. \_\_\_\_\_ Streets named (no abbreviations)
40. \_\_\_\_\_ Gross/net areas 1<10 acres; gross area > 10 acres to nearest hundredth; gross area within subdivision boundary on title or first map sheet
41. \_\_\_\_\_ Traverse closures 1:10,000
42. \_\_\_\_\_ Lettering no smaller than 0.08"
43. \_\_\_\_\_ References for adjoining lands
44. \_\_\_\_\_ Enlarged details; scale
45. \_\_\_\_\_ Symbols and abbreviations defined
46. \_\_\_\_\_ Easements to be quitclaimed
47. \_\_\_\_\_ Relationship to adjoining sheets
48. \_\_\_\_\_ Sufficient use of arrows to show limits of courses
49. \_\_\_\_\_ All blocks dimensioned
50. \_\_\_\_\_ Exterior boundary dimensioned
51. \_\_\_\_\_ Deed reference for designated remainder >5 acres
52. \_\_\_\_\_ "Remainder Parcel" designation for remainder of parent parcel of phased map
53. \_\_\_\_\_

## E. SURVEY CONTROL

- |    | 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | 4 <sup>th</sup> |   |
|----|-----------------|-----------------|-----------------|-----------------|---|
| 1. | _____           | _____           | _____           | _____           | Sufficient survey and mathematical data       |
| 2. | _____           | _____           | _____           | _____           | Boundary agrees with title report description |

## SECTION 9: MISCELLANEOUS

3. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Conformance to record and relation to other surveys
  4. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Both record and measured data shown
  5. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Treatment of discrepancies
  6. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Ties to adjacent subdivisions; references to controlling maps and deeds
  7. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Monument identification/sufficiency
  8. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Monuments set and tagged by surveyor signing map
  9. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Exterior boundary monuments are 1½" IP x 18"
  10. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ City of Ventura exterior boundary monuments 2" IP x 24"
  11. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Street centerlines monumented; street(s) abutting subdivision
  12. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Standard centerline survey monuments
  13. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Lot corners monumented
  14. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Points reset by ties so indicated
  15. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Co. Surveyor's centerline surveys to be considered
  16. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Basis that map is prepared from
  17. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Map based on California Coordinate System
  18. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Monuments to be set within one year
  19. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ Boundary properly established
  20. \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_
-

## SECTION 9: 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 (effective on 7/16/20)	§§ 8201-0—8218-4.2 Ventura County Ordinance Code
Ventura County Ordinance	§§ 4087, §§ 4268, §§ 4386
Professional Land Surveyors' Act	§§ 8700—8805 Business & Professions Code
California Coordinate System	§§ 8801—8902 Public Resources Code
Acknowledgments	§§ 1189 Civil Code
Condominiums	§§ 4000—6150 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 66450
2. Tract Number or Parcel Map Number must be issued	8205-2(b)
3. Dashed numbers for phasing must be separately issued	8205-2(b)
4. PDF copy of the map	8206-1
5. Preliminary Title Report (including legal description of parent parcel)	8206-2.4
6. Preliminary Subdivision Guarantee	8206-2.4
7. PDF copies of all deeds, maps, and documents used in the preparation of the map	8206-2.16
8. Copies of calculations showing closure and area	8206-2.16
9. Copies of office sketches used in the preparation of the map (if applicable)	8206-2.16
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.)	8206-2.16
12. Approved Tentative Map (EXCEPT for CCC Parcel Maps)	8206-2.16
13. Final Conditions of Approval (EXCEPT for CCC Parcel Maps)	8206-2.16
14. Assessor's Parcel Map	8206-2.16
15. Number of Condominium Units (if applicable) _____	4087

## SECTION 9: MISCELLANEOUS

### B. TITLE BLOCK

- |    |  |              |
|----|--|--------------|
| 1. | "TRACT NO. _____" or "PARCEL MAP NO. _____"  | 8260-0.15    |
| 2. | Legal designation and record reference of parent parcel being divided  | 8260-0.15    |
| 3. | Location (City of _____), or in the unincorporated territory of County of Ventura, California                      | 8260-0.15    |
| 4. | Date of preparation  | 8206-0.19(a) |
| 5. | "For Condominium Purposes" in title block (if applicable)  | 8206-0.20    |
| 6. | Indicate gross area (to nearest hundredth of an acre) within subdivision boundary on title sheet or first mapsheet | Policy       |
| 7. | Title block on each sheet  | 8206-0.15    |

### C. CERTIFICATES/STATEMENTS ON TITLE SHEET

- |     |   |  |
|-----|---|--|
| 1.  | Map must be prepared by licensed land surveyor or authorized civil engineer   | 66434<br>66445<br>8206-0                   |
| 2.  | Engineer's or Surveyor's statement, including signature, license number, and seal   | 66435<br>66441<br>66442.5<br>66449<br>8761 |
| 3.  | 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)<br>66450<br>8206-1                |
| 4.  | County Recorder's Certificate   | 66442.5<br>66449                           |
| 5.  | County Tax Collector's Certificate  | 66492<br>66493<br>8206-2.3                 |
| 6.  | Owner's Development Lien Notice, if any (Final maps only)   | 66434.1                                    |
| 7.  | Cross-reference to soils and/or geologic report   | 66434.5<br>8206-0.25                       |
| 8.  | Abandonment Certificate   | 66434(g)<br>66445(j)<br>8206-0.9           |
| 9.  | Additional Map Information Statement  | 66434.2<br>8206-0.24<br>8206-2.17          |
| 10. | Certificate for Dedications (Subdivision Map Act Section 66477.5 Statement)   | 8206-2.19                                  |
| 11. | City Treasurer's Certificate (City of Fillmore and City of Oxnard)  | 66443                                      |
| 12. | Condition of Development Note (Cities of Port Hueneme and San Buenaventura)   | 66443                                      |
| 13. | Conditional Approval Note (City of Thousand Oaks)   | 66443                                      |
| 14. | Monumentation Statement for Parcel Maps   | 66445(i)                                   |
| 15. | Owner's Statement or Subdivider's Statement   | 66430<br>66436<br>66445(e)                 |

## SECTION 9: MISCELLANEOUS

16.	Dedications of easements for public use to appropriate public agency	66439 66447 8206-0.9 & -0.23 8208-6
17.	Ownership indicated on title sheet checked against preliminary subdivision guarantee	66430 66436 66445(e) 66465 8206-2.4
18.	Signatures and acknowledgments	66435 66439 66445(e) 66457(a)
19.	Notary Statement	66436(c)
20.	Proper Format (effective 1/1/2015)	Civil Code §1189
21.	State and County are shown	
22.	Notary's name is printed along with signatures	
23.	Notary's commission expiration date is shown	
24.	County of notary's principal place of business is shown	
25.	Names agree with signatures	
26.	Deed of Trust acknowledgments shown "Trustee" or "Beneficiary"	
27.	Signature omission statements	66436 66445(e) 8206-0.9
28.	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)
29.	Dedications for school purposes	66478 8208-6.1
30.	Dedication of access rights from residential lots abutting controlled access roads	66475 66476 8208-6 8208-6.2.3
31.	Dedication of water rights (if applicable)	
32.	Dedication of drainage or flood control easements and Parcel "X" channels to Ventura County Watershed Protection District (V.C.W.P.D.)	66475 8205-5.2.3 8208-6.2.1
33.	Governmental agency access easements over private streets serving more than two lots or parcels	66475 8208-6.2.2
34.	Dedication of park sites, or other public use parcels, and other easements for public use as required by conditions of approval	66475 8208-6.2.4 8208-7 8208-8.3
35.	Separate acceptance certificates for V.C.W.P.D.	66475 8208-6.2.7(b)

## SECTION 9: MISCELLANEOUS

36.	Separate acceptance certificates for sanitation districts and other special districts as appropriate	66475 8208-6.2.7(a)
37.	Separate acceptance certificates for water rights (if applicable)	
38.	Board of Supervisors (or City Council) approval and acceptance certificate on tract maps or city parcel maps	66440 66458 66477.1
39.	City Manager's Acceptance (City of Simi Valley parcel maps)	66463
40.	County Surveyor's approval and acceptance certificate on County parcel maps	66458(d)
41.	Dedications by separate document	66447 8206-2.5 8208-6.2.5
42.	All signatures in waterproof black opaque ink	66434(a) 66445(a) 8206-0.3
43.	All existing easements that are blanket in nature must be so indicated on the title sheet	8206-0.9 & -0.10 Policy
44.	Prior easements within areas being dedicated for public streets, etc., drainage or flood control purposes require subordination to the public interest being created	8208-6.2.1 8208-6.2.3
45.	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
46.	Reversion to acreage or re subdivision	66499.11 thru 66499.20.1 8212-0

### D. MAP REQUIREMENTS

1.	Final Map or Parcel Map must conform to approved tentative (and any approved minor modifications)	66442(a)(2) 66442.5 8206-1
2.	Lots or parcels must contain minimum area required by zoning and/or General Plan	8205-5.1.1 8206-1
3.	Material must be tracing cloth or polyester base film; ink on polyester film coated to assure permanent legibility	66434(a) 66445(a)
4.	Sheet size 18" x 26" (or 460mm x 660mm)	66434(b) 66445(b)
5.	Marginal line around each sheet leaving entirely blank margin of one inch (or 25mm) on all sides	66434(b) 66445(b)
6.	Scale 1"=40', 1"=50', 1"=100' or approval of County Surveyor required	8206-0.3 8206-0.19(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	8206-0.3
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) 8206-0.4
10.	North arrow	8206-0.19(a)

## SECTION 9: MISCELLANEOUS

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	8206-0.18
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. Place on first map sheet. Scale 1"=500'.	8206-0.6
14.	Location map showing geographical location and access road(s) required on first map sheet.	8206-0.6
15.	Location Map Scale 1"=1000'	8206-0.6
16.	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
17.	All lots must have legal access to streets. Off-site rights of entry providing permanent access must be shown and identified on map	8205-5.1.7 8206-2.6
18.	No lot, other than a flag lot, shall have less than 40' frontage unless allowed by zoning	8205-5.1.3
19.	No flag lot shall have access strip less than 20' wide nor more than 40' wide	8205-5.1.3
20.	Bearings and lengths (to feet and hundredths of a foot) shown on all lines (sum of segments must equal total distance)	66434(c) 8206-0.8 8206-0.19(c), (d)
21.	Central angle, radius, and arc length on all curves (radius need not be repeated for segments of a larger curve)	66434(c) 8206-0.19(d), (f)
22.	Entire lot or parcel shown entirely on one sheet and to scale	8206-0.8
23.	Consecutive lot numbers/ "Parcels" on Parcel Maps.	8205-3(f)(3)(4)
24.	Last lot number to be circled	Policy
25.	Subsequent phases of tracts use continuation of lot numbers	8206-0.14
26.	No ditto marks to be used	8206-0.8
27.	Radial bearings indicated to lot corners on a curve	66434 (c) 8206-0.8
28.	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	8206-0.7
29.	No lot or parcel to be bisected by a boundary of a city, county, or special district	8206-0.8
30.	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	8206-0.9
31.	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	8206-0.9 & -0.10
32.	If lot or parcel is less than ten acres net, sufficient ties to locate the easement shall be shown	8206-0.9 & -0.10

## SECTION 9: MISCELLANEOUS

33.	Overhead utility easements on rear or side lot lines. Lot or parcel lines to split overhead easements when possible. Underground utility easements shall abut and parallel lot or parcel lines when possible.	8205-5.2.2
34.	Location of city boundaries crossing or adjoining subdivision to be shown, identified, and tied to survey	8206-0.12
35.	Each lot or parcel to be identified by same number or other designation used on tentative map	66434(d) 66445(c) 8206-0.14
36.	Parcels being dedicated for flood control purposes designated "Parcel X"	8205-3(f)(2)
37.	Parcels dedicated for other than flood control purposes designated "Parcel" and lettered consecutively commencing with the letter "A"	8205-3(f)(3)
38.	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	8206-0.17 & -0.20 8764(a)(2) Policy
39.	All existing and proposed streets, alleys and adjoining streets shall be named without abbreviations	66434(d) 8206-0.19(b)
40.	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	8202-0 8206-0.19(j) 8206-0.19(k) Policy
41.	Survey and traverses to close within 0.02 feet or 1:10,000 whichever is greater	8206-0.21
42.	No lettering smaller than 0.08 inch in height	8206-0.22
43.	Adjoining tracts to be referenced and lots with numbers to be shown. Adjoining parcels per deed to be referenced by Official Records	Policy
44.	Enlarged details to be used where crowding of lines or numbers might cause misinterpretation. Scale required; if no scale, indicate "No Scale"	8206-0.20
45.	All symbols and abbreviations defined	8206-0.20
46.	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	8206-0.10 Policy
47.	Relationship to all adjoining sheets indicated conforming to key map	66434(b) 66445(b)
48.	Arrows shall be used to show limits of bearings and distances whenever any chance of misinterpretation could exist	8206-0.20 Policy
49.	All blocks to have bearings, lengths and curve data on perimeters	66434(c) 8206-0.20
50.	Exterior boundary to have bearings, lengths and curve data on entire perimeter	66434(c) 8206-0.20

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| 51. | 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)<br>66445(d)<br>8202-0<br>8206-0.8 |
| 52. | “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  | 66445(d)<br>8206-0.14                      |

### E. Survey Control

- |     |  |   |
|-----|--|---|
| 1&2 | 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)<br>8206-0.1<br>8206-0.11<br>8764                                       |
| 3&4 | 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)<br>66445<br>8206-0.19(i)<br>8764(a)(4)                                 |
| 5.  | Treatment of discrepancies (lines of occupation, prorate, etc.)  | 66434(c)<br>8206-0.1<br>8206-0.11<br>8206-0.20                                  |
| 6.  | Ties to and names of all adjacent subdivisions; references to controlling maps and deeds for boundary together with record references  | 8206-0.19(i)<br>8206-0.19(l)  |
| 7.  | 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)<br>8206-0.12<br>8206-0.19(g)<br>8206-0.19 (h)<br>8764(a)(1)<br>8771(a) |
| 8.  | The surveyor or engineer that signs the map must set all monuments; surveyor’s tags required   | 8208-0.1.11<br>8772   |
| 9.  | Exterior boundary monuments to be set at or near each corner and intermediate points approximately 1000 feet apart to be new 1½” I/D (minimum) galvanized iron pipe not less than 18” long (or as approved by County Surveyor)   | 66495<br>66496<br>8208-0.1.11 8771  |
| 10. | City of Ventura exterior boundary monuments 2” IP x 24”  |   |
| 11. | All street centerline intersections (including private streets), beginning and end of centerline curves (or P.I.s) to be monumented with new 1½” I/D (minimum) galvanized iron pipe not less than 15” long. Adequate durable monuments for street(s) abutting subdivision  | 66495<br>66496<br>8208-0.1.11<br>8771   |
| 12. | Standard centerline survey monuments per Ventura County Road Standards Plate E-4 to be set at locations designated by County Surveyor, not exceeding four per one hundred lots or fraction thereof   | 66495<br>66496<br>8208-0.1.11<br>8771   |



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### F. DISPOSITION

1. If map is not sufficient for approval, copy of checklist and check print is sent to the surveyor or engineer or City Surveyor/Engineer, as appropriate 8206-1
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 Surveyor/Engineer. When parcel map is sufficient, clearance to record must be received from Ventura County Planning prior to recordation. City parcel maps must have authorization from city to record  
Policy  
66457  
8206-1  
8206-3
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  
8205-6.7
4. County Surveyor or City Surveyor/Engineer cannot sign map until all requirements have been met  
66442(a)(3)  
66473  
8206-1
5. After approval and signature by Board of Supervisors, City Council, County Surveyor or City Surveyor/Engineer, owners names and omission of signature statements are checked against final subdivision guarantee immediately prior to recording  
66465  
8206-2.4  
8206-3