



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

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This manual has been prepared as an update of the outdated Ventura County *Guide for the Preparation of Tract Maps, Parcel Maps, Records of Survey and Corner Records*.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

TABLE OF CONTENTS

SECTION 1: TRACT MAPS	1-1
OWNER'S STATEMENT	1-1
OWNER'S STATEMENT (<i>for use on maps where some, but not all, of the lots are for condominium purposes</i>)	1-1
OWNER'S STATEMENT (<i>for use on condominium tract maps</i>).....	1-2
SURVEYOR'S (ENGINEER'S) STATEMENT	1-3
COUNTY SURVEYOR'S STATEMENT	1-4
CITY ENGINEER'S STATEMENT	1-4
TAX COLLECTOR'S CERTIFICATE	1-5
COUNTY RECORDER'S CERTIFICATE.....	1-5
SOILS AND/OR GEOLOGIC REPORT(S).....	1-6
BOARD OF SUPERVISOR'S CERTIFICATE	1-7
CITY COUNCIL'S CERTIFICATE (<i>for Cities of Camarillo, Fillmore, Port Hueneme, and Simi Valley</i>)	1-7
ABANDONMENT CERTIFICATE	1-8
ADDITIONAL MAP INFORMATION STATEMENT	1-9
SUBDIVISION MAP ACT SECTION 66477.5 CERTIFICATE	1-10
CITY OF CAMARILLO	1-11
CITY ENGINEER'S STATEMENT	1-11
COUNTY SURVEYOR'S STATEMENT	1-11
CITY OF FILLMORE	1-12
CITY ENGINEER'S STATEMENT	1-12
COUNTY SURVEYOR'S STATEMENT	1-12
CITY TREASURER'S CERTIFICATE	1-13
CITY OF OJAI	1-14
CITY ENGINEER'S STATEMENT	1-14
COUNTY SURVEYOR'S STATEMENT	1-14

CITY PLANNING DIRECTOR STATEMENT.....	1-15
CITY OF OXNARD	1-16
CITY ENGINEER'S STATEMENT	1-16
CITY SURVEYOR'S STATEMENT (<i>use only if reviewed by City Surveyor</i>) ...	1-17
COUNTY SURVEYOR'S STATEMENT (<i>use only if reviewed by County</i> <i>Surveyor</i>)	1-17
CITY TREASURER'S CERTIFICATE	1-18
CITY OF PORT HUENEME.....	1-19
CITY ENGINEER'S STATEMENT	1-19
COUNTY SURVEYOR'S STATEMENT	1-19
CONDITION OF DEVELOPMENT NOTE	1-20
CITY OF SAN BUENAVENTURA.....	1-21
LINK TO CITY OF SAN BUENAVENTURA MAP PREPARATION STANDARDS AND STATEMENTS	1-21
CITY ENGINEER'S STATEMENT AND APPROVAL	
CITY SURVEYOR'S STATEMENT	
CITY CLERK'S CERTIFICATE	
CONDITION OF DEVELOPMENT NOTE CASE NO. TTM-X-X-XXX	
CITY COUNCIL'S CERTIFICATE	
CITY OF SANTA PAULA.....	1-22
CITY ENGINEER'S STATEMENT	1-22
COUNTY SURVEYOR'S STATEMENT	1-22
CITY COUNCIL'S CERTIFICATE	1-23
CITY OF SIMI VALLEY	1-24
CITY ENGINEER'S STATEMENT	1-24
COUNTY SURVEYOR'S STATEMENT	1-24
CITY OF THOUSAND OAKS	1-25
CITY ENGINEER'S STATEMENT	1-25
CITY SURVEYOR'S STATEMENT (<i>use only if reviewed by City Surveyor</i>) ...	1-26

COUNTY SURVEYOR’S STATEMENT <i>(use only if reviewed by County Surveyor)</i>	1-26
CITY CLERK’S CERTIFICATE <i>(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>	1-27
CONDITIONAL APPROVAL NOTE.....	1-27
CITY ENGINEER’S APPROVAL AND ACCEPTANCE <i>(use when the City Engineer approves the map)</i>	1-28
CITY CLERK CERTIFICATE <i>(use only with City Engineer’s Approval and Acceptance)</i>	1-28

SECTION 2: PARCEL MAPS.....2-1

OWNER’S STATEMENT	2-1
OWNER’S STATEMENT <i>(for use on maps where some, but not all, of the parcels are for condominium purposes)</i>	2-1
OWNER’S STATEMENT <i>(for use on condominium parcel maps)</i>	2-2
SUBDIVIDER’S/OWNER’S STATEMENTS	2-2
SURVEYOR’S (ENGINEER’S) STATEMENT <i>(if compiled from record data)</i>	2-4
SURVEYOR’S (ENGINEER’S) STATEMENT <i>(if based upon a field survey)</i>	2-5
MONUMENTATION STATEMENT	2-6
SURVEYOR’S (ENGINEER’S) STATEMENT <i>(for use with combined Surveyor’s and Monumentation Statements)</i>	2-7
COUNTY SURVEYOR’S STATEMENT	2-8
CITY ENGINEER’S STATEMENT	2-8
TAX COLLECTOR’S CERTIFICATE	2-9
COUNTY RECORDER’S CERTIFICATE.....	2-9
SOILS AND/OR GEOLOGICAL REPORT(S)	2-10
ABANDONMENT CERTIFICATE	2-11
ADDITIONAL MAP INFORMATION STATEMENT	2-12
SUBDIVISION MAP ACT SECTION 66477.5 CERTIFICATE	2-13

CONSTRUCTION REQUIREMENTS STATEMENT (<i>for use on parcel maps of four or fewer parcels when conditions of approval require construction of improvements. Ref: Sec. 66411.1 Map Act</i>)	2-14
CITY COUNCIL'S CERTIFICATE (<i>for cities of Camarillo, Fillmore, Port Hueneme, and Simi Valley</i>)	2-15
CITY OF CAMARILLO.....	2-16
CITY ENGINEER'S STATEMENT	2-16
COUNTY SURVEYOR'S STATEMENT	2-16
CITY OF FILLMORE	2-17
CITY ENGINEER'S STATEMENT	2-17
COUNTY SURVEYOR'S STATEMENT	2-17
CITY OF OJAI	2-18
CITY ENGINEER'S STATEMENT	2-18
COUNTY SURVEYOR'S STATEMENT	2-18
CITY PLANNING DIRECTOR STATEMENT.....	2-19
CITY OF OXNARD.....	2-20
CITY ENGINEER'S STATEMENT	2-20
CITY SURVEYOR'S STATEMENT (<i>use only if reviewed by City Surveyor</i>) ...	2-21
COUNTY SURVEYOR'S STATEMENT (<i>use only if reviewed by County Surveyor</i>)	2-21
CITY TREASURER'S CERTIFICATE	2-22
CITY OF PORT HUENEME.....	2-23
CITY ENGINEER'S STATEMENT	2-23
COUNTY SURVEYOR'S STATEMENT	2-23
CONDITION ON DEVELOPMENT NOTE.....	2-24
CITY OF SAN BUENAVENTURA.....	2-25
LINK TO CITY OF SAN BUENAVENTURA MAP PREPARATION STANDARDS AND STATEMENTS	2-25
CITY SURVEYOR'S STATEMENT	
CITY ENGINEER'S STATEMENT AND APPROVAL	

CITY CLERK'S CERTIFICATE	
CITY COUNCIL'S CERTIFICATE	
CITY OF SANTA PAULA.....	2-26
CITY ENGINEER'S STATEMENT	2-26
COUNTY SURVEYOR'S STATEMENT	2-26
CITY COUNCIL'S CERTIFICATE	2-27
CITY OF SIMI VALLEY	2-28
CITY ENGINEER'S STATEMENT	2-28
COUNTY SURVEYOR'S STATEMENT	2-28
CITY OF THOUSAND OAKS	2-29
CITY ENGINEER'S STATEMENT	2-29
CITY SURVEYOR'S STATEMENT <i>(use only if reviewed by City Surveyor)</i> ...	2-30
COUNTY SURVEYOR'S STATEMENT <i>(use only if reviewed by County Surveyor)</i>	2-30
CITY CLERK'S CERTIFICATE <i>(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>	2-31
CONDITIONAL APPROVAL NOTE.....	2-31
CITY ENGINEER'S APPROVAL AND ACCEPTANCE <i>(use when the City Engineer approves the map)</i>	2-32
CITY CLERK CERTIFICATE <i>(use only with City Engineer's Approval and Acceptance)</i>	2-32
SECTION 3: DEDICATION STATEMENTS.....	3-1
SECTION 4: ACCEPTANCE STATEMENTS AND CERTIFICATES.....	4-1
COUNTY SURVEYOR'S ACCEPTANCE CERTIFICATE	4-1
ACCEPTANCE STATEMENTS for Board of Supervisors' <i>(Tract Maps only)</i> , <i>City Certificates and City Engineers Acceptances (Tract and Parcel Maps)</i>	4-2
ACCEPTANCE STATEMENTS <i>(for County Surveyor's Acceptance Certificate (for Parcel Maps in unincorporated territory only))</i>	4-3

VENTURA COUNTY WATERSHED PROTECTION DISTRICT ACCEPTANCE CERTIFICATE	4-4
VENTURA COUNTY WATERWORKS DISTRICT (VCWD) NO. 1 (or as applicable) ACCEPTANCE CERTIFICATE (<i>VCWD No. 1, 16, 17, 19 or 38</i>)	4-4
VENTURA COUNTY WATERWORKS DISTRICT (VCWD) NO. 8 ACCEPTANCE CERTIFICATE (<i>for acceptance of dedications on behalf of VCWD #8 only</i>)	4-5
VENTURA COUNTY WATERWORKS DISTRICT (VCWD) NO. 8 ACCEPTANCE CERTIFICATE (<i>for acceptance of combined dedications on behalf of both the City and VCWD #8</i>)	4-5
ACCEPTANCE STATEMENTS—CITY OF SAN BUENAVENTURA	4-6
WATER RIGHTS ACCEPTANCE (<i>for City of Camarillo and City of Fillmore</i>)	4-6
CITY OF SIMI VALLEY CERTIFICATE	4-7
CAMARILLO SANITARY DISTRICT ACCEPTANCE CERTIFICATE	4-8
TRIUNFO SANITATION DISTRICT ACCEPTANCE CERTIFICATE.....	4-8
CONEJO RECREATION AND PARK DISTRICT ACCEPTANCE CERTIFICATE.....	4-9
PLEASANT VALLEY RECREATION AND PARK DISTRICT ACCEPTANCE CERTIFICATE	4-9
RANCHO SIMI RECREATION AND PARK DISTRICT ACCEPTANCE CERTIFICATE.....	4-9
CAMROSA WATER DISTRICT ACCEPTANCE CERTIFICATE	4-10
PLEASANT VALLEY COUNTY WATER DISTRICT ACCEPTANCE CERTIFICATE .	4-10
SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS	5-1
INDIVIDUAL	5-1
CORPORATION.....	5-1
PARTNERSHIP, LLC, or Other	5-1
BENEFICIARY (OR TRUSTEE) UNDER A DEED OF TRUST	5-2
PUBLIC CORPORATION, AGENCY, NON-PROFIT OR POLITICAL SUBDIVISION ..	5-2
CERTIFICATE OF ACKNOWLEDGMENT	5-3

SECTION 6: OMISSION OF SIGNATURE STATEMENTS	6-1
TRACT MAPS AND PARCEL MAPS WITH FIVE OR MORE PARCELS AND/OR DEDICATIONS REQUIRED	6-1
PARCEL MAPS WITH FOUR OR FEWER PARCELS AND NO DEDICATIONS REQUIRED	6-3
SECTION 7: RECORDS OF SURVEY/CORNER RECORDS	7-1
WHEN TO FILE A RECORD OF SURVEY	7-1
SUBMITTAL REQUIREMENTS.....	7-3
COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA (CEAC) GUIDE.....	7-4
RECORD OF SURVEY CHECKLIST.....	7-5
CORNER RECORDS	7-8
CORNER RECORD CHECKLIST.....	7-9
SECTION 8: CERTIFICATE OF CORRECTION	8-1
SECTION 9: MISCELLANEOUS.....	9-1
TRACT MAP AND PARCEL MAP CHECKLIST.....	9-1
GUIDE AND REFERENCES FOR PREPARING AND CHECKING TRACT MAPS AND PARCEL MAPS.....	9-8

SECTION 1: TRACT MAPS

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 hereon as set by me will be on file in the office of the County Surveyor (City Engineer) prior to acceptance of the improvements into the county road (city street) system.

Date: _____, 20 _____



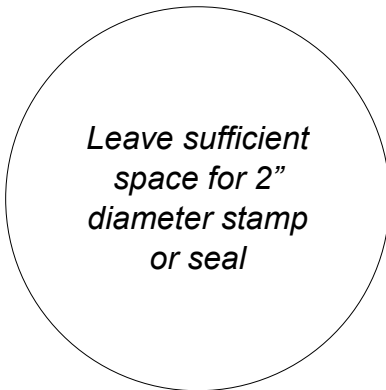
(PRINT NAME) P.L.S. (or R.C.E.) _____

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)

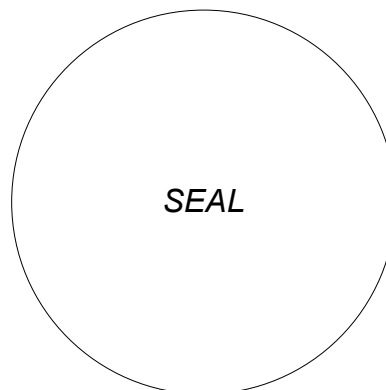
City of Thousand Oaks maps only:

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)

Registration No: _____

Date: _____, 20 ____



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)

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____



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

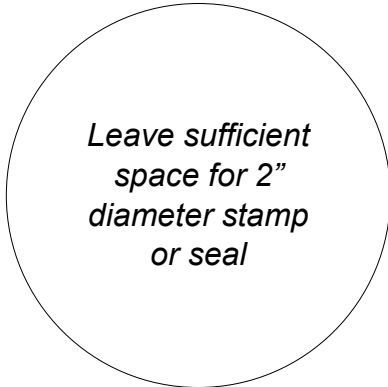
SECTION 1: TRACT MAP

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/31883/01-June-2022-City-of-Ventura-Map-Preparation-Standards-and-Statements?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

*Leave sufficient
space for 2"
diameter stamp
or seal*

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

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.)____

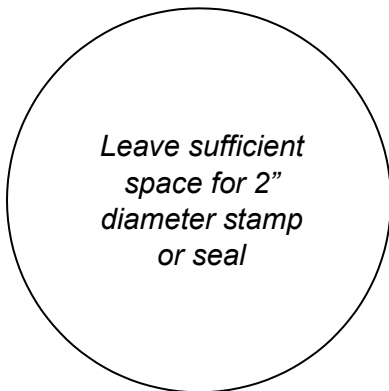
SECTION 2: PARCEL MAPS

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)

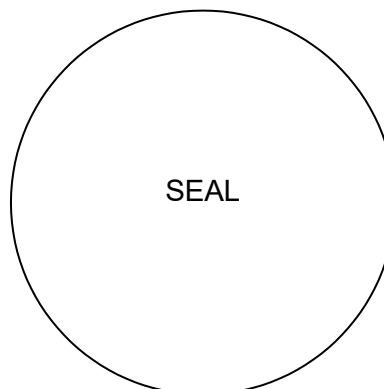
City of Thousand Oaks maps only:

*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 VenturaCounty lie within a special flood hazard area, Zone “A” as shown on the Federal Emergency Management Agency’s (FEMA) Flood Insurance Rate Maps (FIRM) Community Panel No. 060421-0008 A.

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

SECTION 2: PARCEL MAPS

SUBDIVISION MAP ACT SECTION 66477.5 CERTIFICATE

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

Subdivider: [Subdivider's Name]
[Subdivider's Address]
[City, State, ZIP]

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

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

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

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

CONDITIONAL CERTIFICATE OF COMPLIANCE STATEMENT

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

(Place near title block)

<i>(Add to title block: CONDITIONAL CERTIFICATE OF COMPLIANCE NO. _____)</i>
--

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

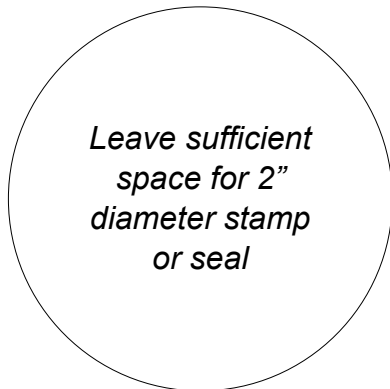
SECTION 2: PARCEL MAPS

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____

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____



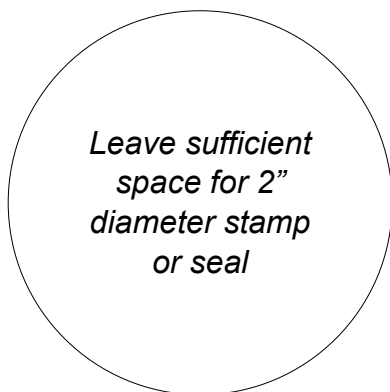
JAMES P. FALLON P.L.S. 7807
Acting City Surveyor
City of Oxnard

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 ON 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/31883/01-June-2022-City-of-Ventura-Map-Preparation-Standards-and-Statements?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

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

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 Certificates 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

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 ACKNOWLEDGEMENT FORMS

SECTION 5: SIGNATURE AND ACKNOWLEDGMENT FORMS

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),

Limited partners' signatures are not required.

SECTION 5: SIGNATURE AND ACKNOWLEDGEMENT 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)

CERTIFICATE OF ACKNOWLEDGMENT

July 2022

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

SECTION 6: OMISSION OF SIGNATURE STATEMENTS

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

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

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

Place the following note on the title sheet:

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

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

Place the following note on the title sheet:

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

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

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

- a) Copies of all research material used to prepare the map are furnished.
- b) Complete closure calculations are furnished. (If computer printouts are furnished, input and output shall be adequately labeled).
- c) For record of survey checking fee:
<https://www.vcpublishworks.org/es/countysurveyor/#1531327815288-41d0e946-6f66>

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 of 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 _____

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

Check (✓) indicates no deficiency - Cross (✗) 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 st	2 nd	3 rd	
_____	_____	_____	Name of City (if applicable)
_____	_____	_____	Ventura County, California
_____	_____	_____	"RECORD OF SURVEY"
_____	_____	_____	General description of land surveyed [8764(c)]
_____	_____	_____	Date of Survey [8764(c)]
_____	_____	_____	Sheet number, when two or more sheets

CERTIFICATES

1 st	2 nd	3 rd	
_____	_____	_____	County Recorder's Certificate (8764.5)
_____	_____	_____	Surveyor's Statement (8764.5)
_____	_____	_____	Signed and sealed (8764.5)
_____	_____	_____	County Surveyor's Statement (8764.5)
_____	_____	_____	Certificate per Sec. 8762.5 (if applicable)
_____	_____	_____	Memorandum of oaths (if applicable) (8760)
_____	_____	_____	No nontechnical certificates or statements on map (8764.5)

SURVEYOR'S NOTES

MATHEMATICAL ACCURACY

MAP BODY

July 2022

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 st	2 nd	3 rd	
_____	_____	_____	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.

	<u>PLS Act</u>
Filed to perpetuate the location of a monument prior to construction	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

CORNER RECORD CHECKLIST

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

Surveyor/Engineer _____

	Date Received	Checked by	Date Completed
1 st Check	_____	_____	_____
2 nd Check	_____	_____	_____

Check (✓) indicates no deficiency - Cross (✗) 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

CORNER RECORD TITLE

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

SECTION 7: RECORDS OF SURVEY/CORNER RECORDS

CORNER RECORD PROCEDURES

1 st	2 nd	
_____	_____	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 st	2 nd	
_____	_____	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

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

	Date Received	Checked By	Date Completed
1 st Check	_____	_____	_____
2 nd Check	_____	_____	_____
3 rd 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 review and/or correction prior to recordation of the map.

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

If you have any questions regarding this map, please contact Debora Naves at (805) 654-2942 or e-mail Debbie.Naves@ventura.org or contact Dan Walsh at (805) 654-2089 or e-mail Dan.Walsh@ventura.org.

SECTION 9: MISCELLANEOUS

A. MAP SUBMITTAL

	1 ST	2 nd	3 rd	4 th	
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 st	2 nd	3 rd	4 th	
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 st	2 nd	3 rd	4 th	
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 acknowledgements 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

- | | | | | | |
|----|-----------------------|-----------------------|-----------------------|-----------------------|--|
| | 1st | 2nd | 3rd | 4th | |
| 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 st | 2 nd | 3 rd | 4 th | |
|----|-----------------|-----------------|-----------------|-----------------|---|
| 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
66445
8206-0 |
| 2. | Engineer's or Surveyor's statement, including signature, license number, and seal | 66435
66441
66442.5
66449
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)
66450
8206-1 |
| 4. | County Recorder's Certificate | 66442.5
66449 |
| 5. | County Tax Collector's Certificate | 66492
66493
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
8206-0.25 |
| 8. | Abandonment Certificate | 66434(g)
66445(j)
8206-0.9 |
| 9. | Additional Map Information Statement | 66434.2
8206-0.24
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
66436
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 acknowledgements 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 66463
39.	City Manager's Acceptance (City of Simi Valley parcel maps)	66458(d)
40.	County Surveyor's approval and acceptance certificate on County parcel maps	
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(b) 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

SECTION 9: MISCELLANEOUS

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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)
66445(d)
8202-0
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)
8206-0.14 |

E. Survey Control

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| 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)
8206-0.1
8206-0.11
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)
66445
8206-0.19(i)
8764(d) |
| 5. | Treatment of discrepancies (lines of occupation, prorate, etc.) | 66434(c)
8206-0.1
8206-0.11
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)
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)
8206-0.12
8206-0.19(g)
8206-0.19 (h)
8764(a)
8771(a) |
| 8. | The surveyor or engineer that signs the map must set all monuments; surveyor’s tags required | 8208-0.1.11
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
66496
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
66496
8208-0.1.11
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
66496
8208-0.1.11
8771 |

SECTION 9: MISCELLANEOUS

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SECTION 9: MISCELLANEOUS

F. DISPOSITION

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| 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 |