

Survey Checklist

Date: _____ Reviewed By: _____ Site No. _____

Site Name: _____ City: _____ State: _____

- ___ Correct Certificate Language
- ___ Correct parties certified to
- ___ Correct Title Company, Commitment No., and Effective date in certificate
- ___ Flood Zone information in certificate
- ___ Access noted (direct or indirect) in certificate
- ___ Parking count noted (including handicap) in certificate
- ___ Legal Description on survey matches title commitment description
- ___ Distances and bearings around property match the legal description or plat
- ___ Show point of beginning (POB) & point of commencement (POC) (if applicable)
- ___ Book & Page of Recording of Plat. (If recorded)
- ___ Basis of Bearings shown on survey
- ___ All easements are shown on survey and noted as listed in the title commitment.
[i.e. Telephone Easement recorded in Book 56, page 53 affects subject property and is shown hereon;
or does not affect; or is a blanket type easement and cannot be plotted]
- ___ Indicate zoning of the property
- ___ Legend of all symbols and abbreviations used.
- ___ Vicinity map showing the subject property
- ___ Square footage and type of all buildings
- ___ Building height in feet of all buildings
- ___ North Arrow, Scale & Graphic Scale
- ___ Site I.D.# or Site Name, Address, City, State
- ___ Check legal description for Closure 1: _____
- ___ Land area of subject property
- ___ Curves on survey should show all curve data
- ___ Check commitment for Appurtenant Easements
- ___ Check survey for needed Appurtenant Easements
- ___ Plot easements from Recorded Plat with note for recording information

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- ___ Zoning setbacks (and plotted)
- ___ Area Restrictions
- ___ Maximum Building Height
- ___ Check drawing for utilities or evidence of:
 - ___ Sanitary Sewer
 - ___ Water
 - ___ Gas
 - ___ Electric
 - ___ Storm Sewer
- ___ Off-Site utility serving property without easement
- ___ Utility leaving subject property crossing adjoining property
- ___ Monuments at all major corners of subject property (If required)
- ___ Indication of access to a public way such as curb cuts, driveways marked. (Access arrows)
- ___ Identify all Billboard Type signs, and label what they say (who's is it?)
- ___ Distance to nearest intersecting street
- ___ Different flood zones delineated on survey (if applicable)
- ___ Distance of major improvements to property line(s)
- ___ Dimension and/or label encroachments or near encroachments (clear)
- ___ Shown adjoining easements, if known
- ___ Show adjoining of non-platted lands
- ___ Show all interior lot lines and adjoining lot lines
- ___ Label Edge of Roadway and paving returns
- ___ Clearly label R/W Lines, "Public R/W" and show Width