



SOLANO COUNTY
Department of Resource Management

Public Works Engineering
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 Fairfield, CA 94533
 www.solanocounty.com

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Bill Emlen, Director
 Terry Schmidbauer, Assistant Director

**RECORD OF SURVEY CHECK LIST TO BE ATTACHED
 WITH SUBMITTAL FOR MAP CHECK:**

CHECK ITEMS BELOW	ITEMS REQUIRED WHEN SUBMITTING RECORD OF SURVEY MAP FOR MAP CHECKING
	Size of map: 18"x 26", includes 1" marginal border around each sheet and space to be entirely blank.
	North arrow on the map.
	Scale to be shown on the map. The scale shall be written and with a measure bar.
	Basis of Bearings stated on the map.
	Area of survey must be identified by Section, Township, Range, or a legal designation of the property in the title block of all pages.
	Lines and symbols clearly defined in Legend. <i>(Note: Please refrain from using gray scale on the map. When map is scanned, the gray scale is either in poor quality or nonexistent. Important information can be lost.)</i>
	Monuments found, set, or reset with adequate description, and stated in Legend.
	Line work, symbols, and lettering shall be large enough to allow for clear reproduction when reduced to 11"x 17" format.
	Bearings and distances must be labeled on the lines of the survey, and show its relationship to the recorded maps, deeds, or other supporting documents.
	Record maps, deeds, or supporting documents must be shown in the Legend. <i>Please provide copies when submitting map for checking.</i>
	Statements required by Section 8764.5 of the Professional Land Surveyor's Act to be on the map. (Surveyor's Statement, County Surveyor's Statement, Recorder's Statement)
	Closure calculations sheet of the survey.
	Two check prints of the map.
	Map check fee payable to "Solano County". The Record of Survey Map check fee is as follows: 1 st Sheet- \$905 for each additional Sheet-\$435.00. Filing fee is separate from the map check fee, and is collected when map is ready for filing, and may vary based on the Assessor/Recorder Office current filing fee.
	(Note: Please submit email address with packet to send back corrected maps electronically.) Email: _____ Print Name of Applicant _____ Telephone: _____ Signature of Applicant _____

Building & Safety
 Saeed Iravani,
 Chief Building
 Official

Planning Services
 Program Manager

Environmental
 Health
 Jagjinder Sahota
 Program Manager

Administrative
 Services
 Sarah Pappakostas
 Staff Analyst

Public Works-
 Engineering
 Matt Tuggle
 Engineering Manager

Public Works-
 Operations
 Kacey Bowers
 Operations Manager