

# Tract and Parcel Maps

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## General Information

### What is a Parcel Map?

As a general rule a Parcel Map is a vehicle of subdivision whereby four or fewer parcels are created simultaneously.

### What is a Tract Map?

As a general rule a Tract Map is a vehicle of subdivision whereby five or more parcels are created simultaneously.

### Parcel and Tract Map Preparation

Submittal of a Parcel or Tract Map to the County Surveyor's Office for recordation may only be made after approval of the Tentative Map. The City of Solvang Planning Commission may grant approval of the Tentative Map.

The technical requirements to prepare a Parcel or Tract Map are almost identical, with the exception of a few differences. Both maps are the same size, the same mediums are used, the information required to be shown upon is the same, and both require preparation by a Licensed Land Surveyor or Registered Civil Engineer authorized to practice Land Surveying. The difference between the two is a Tract Map requires City Council approval prior to recordation, while a Parcel Map normally does not. The following pages are intended to be used as a guide to prepare both types of maps. Should you have any questions regarding the preparation of these maps, please call Public Works at 688-5575.

For the purposes of this guide, the terms Tract Map and Final Map shall be synonymous when reference is made to State Law. The terms Final Map and Parcel Map shall be synonymous when reference is made to Local Ordinance. The requirements contained herein are in accordance with the Subdivision Map Act (SMA). The SMA is comprised of sections 66410 through 66499.58 of the California Government Code. The appropriate sections of the SMA are referenced in this guide to highlight map preparation and submission requirements.

## **Procedural Information**

### **Local Agency to Regulate and Control Design of Subdivision**

Regulation and control of the design and improvement of subdivisions are vested in the legislative bodies of local agencies. Each local agency shall, by ordinance, regulate and control the initial design and improvement of common interest developments as defined in Section 1351 of the Civil Code and subdivisions for which this division requires a tentative and final or parcel map. SMA 66411

### **Parcel Map – When Required**

A Parcel Map shall be required when:

1. The land before division contains less than five acres, each parcel created by the division abuts upon a maintained public street or highway, and the legislative body requires no dedications or improvements. SMA 66426(a)
2. Each parcel created by the division has a gross area of 20 acres or more and has approved access to a maintained public street or highway. SMA 66426(b)
3. The land consists of a parcel or parcels of land having approved access to a public street or highway, which comprises part of a tract of land zoned for industrial or commercial development, and which has the approval of the governing body as to street alignments and widths. SMA 66426 (c)
4. Each parcel created by the division has a gross area of not less than 40 acres or is not less than a quarter of a quarter section. SMA 66426(d)
5. Until January 1, 2003, the land being subdivided is solely for the creation of an environmental subdivision pursuant to section 66418.2. SMA 66426(e)

### **Tract Map – When Required**

A Tract Map shall be required for all subdivisions creating five or more parcels, five or more condominiums as defined in Section 783 of the Civil Code, a community apartment project containing five or more parcels, or for the conversion of a dwelling to a stock apartment project containing five or more dwelling units. SMA 66426

### **Computing the Number of Parcels – Designated Remainder**

1. When a subdivision is a portion of any unit of improved or unimproved land, the subdivider may designate as a remainder, that portion which is not divided, for the purpose of sale, lease and financing. The subdivider may omit entirely that portion that portion which is not divided, for the purpose of sale, lease and financing. SMA 66424.6(a)

2. The designated remainder parcel shall not be counted as a parcel for the purpose of determining whether a parcel map or final map is required. SMA 66424.6(a)(1)
3. The designated remainder or any omitted parcel may subsequently be sold without any further requirement of the filing of a parcel map or final map, but the local agency may require a certificate of compliance or conditional certificate of compliance. SMA 66424.6(d)
4. Any conveyance of land to a governmental agency, public entity, public utility or subsidiary of a public utility for conveyance to that public utility for rights-of-way shall not be considered a division of land for purposes of computing the number of parcels. Any conveyance of land to a governmental agency shall include a fee interest, an easement, or a license. SMA 66426.5
5. If the Parcel Map includes a “designated remainder” parcel or similar parcel, and the gross area of the “designated remainder” parcel or similar parcel is 5 acres or more, that remainder parcel 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. SMA 66445(d)(2)
6. A parcel designated as “not a part” shall be deemed to be a “designated remainder” for purposes of this section (Parcel Map). SMA 66445(d)(3)

#### **Time Limit & Extensions**

1. When a tentative map is required, an approved or conditionally approved tentative map shall expire 24 months after its approval or conditional approval, or after any additional period of time as may be prescribed by local ordinance, not to exceed an additional 12 months. SMA 66463.5(a)
2. An approved or conditionally approved Tentative Parcel Map shall expire thirty-six (36) months after its approval or conditional approval unless otherwise provided pursuant to State Subdivision Map Act. SMA 66463.5
3. An approved or conditionally approved Tentative Tract Map shall expire thirty-six (36) months after its approval or conditional approval unless otherwise provided pursuant to State Subdivision Map Act. SMA 66452.6.

#### **Field Survey Required for Tract Map**

After the approval of the Tentative Tract Map by the decision-maker, the subdivider may cause a Final Map to be prepared. As many copies of the proposed Final Map as may be required by the City Surveyor and other applicable City Departments, shall be submitted to each Department responsible for approving or reviewing such map. The proposed Final Map shall be prepared in accordance with the completed survey of the subdivision based upon a field survey of the boundaries of the subdivision made as required by law. SMA 66434(a)

### **Field Survey Required for Parcel Map**

1. In all cases where a parcel map is required, such map shall be based on a field survey made in conformity with the Land Surveyor's Act when required by local ordinance, or, in the absence of such requirement, shall be based either upon a field survey made in conformity with the Land Surveyor's Act or be compiled from record data when sufficient survey information exists on filed maps to locate and retrace the exterior boundary lines of the parcel map if the location of at least one of these boundary lines can be established from an existing monumented line. SMA 66448
2. After the approval of the Tentative Tract or Parcel Map by the decision-maker, the subdivider may cause a Final or Parcel Map to be prepared. As many copies of the proposed Final Map as may be required by the City Surveyor and other applicable City Departments, shall be submitted to each Department responsible for approving or reviewing such map. The proposed Final Map shall be prepared in accordance with Article 2 of the Subdivision Map Act and in accordance with the completed survey of the subdivision based upon a field survey of the boundaries of the subdivision made as required by law. The proposed Parcel Map shall be prepared in accordance with Article 3 of the Subdivision Map Act and in accordance with the completed survey of the subdivision based upon a field survey, or from compiled data if authorized by the City Surveyor.

### **Parcel Map Waiver**

1. Subdivisions of a portion of the operating right-of-way of a railroad corporation, as defined by Section 230 of the Public Resources Code, which are created by short-term leases (terminable by either party on not more than 30 days notice in writing). SMA 66428(a)(1)
2. Land conveyed to or from a governmental agency, public entity, public utility, or for land conveyed to a subsidiary of a public utility for conveyance to that public utility for rights-of-way, unless a showing is made in individual cases, upon substantial evidence, that public policy necessitates a parcel map. Land conveyed to or from a governmental agency shall include a fee interest, an easement or a license. SMA 66428(a)(2)

### **Submittal of Prints & Fees**

1. The local agency may establish reasonable fees for the processing of tentative, final and parcel maps and for other procedures required or authorized by this division or local ordinance. SMA 66451.2
2. To record a parcel map, a registered engineer or licensed surveyor shall submit to the City two prints of the proposed parcel map, together with the City Surveyor's checking fees as the same are established by the City of Solvang City Council.
3. Fees to process Parcel and Tract Maps are:
  - Parcel Map - \$2,636

- Tract Map - \$2,636 plus hourly rate (depends on map complexity)

### **Signatures of Owners and Holders of Record Title Interest Required**

1. No final or parcel map required by this chapter or local ordinance which creates a subdivision shall be filed with the local agency without the written consent of all parties having any record title interest in the real property proposed to be subdivided, except as otherwise provided in this division. SMA 66430
2. Subject to the provisions of SMA Section 66436, a statement, signed and acknowledged by all parties having any record title interest in the real property subdivided, consenting to the preparation and recordation of the parcel map is required, except that less inclusive requirements may be provided by local ordinance. SMA 66445(e)
3. Where dedications or offers of dedications are not required, the statement shall be signed and acknowledged by the subdivider only. If the subdivider does not have record title ownership interest in the property to be divided, the local agency may require that the subdivider provide the local agency with satisfactory evidence that the persons with record title ownership have consented to the proposed division. For purposes of this paragraph, "record title ownership" shall mean fee title of record unless a leasehold interest is to be divided, in which case "record title ownership" shall mean ownership of record of the leasehold interest. Record title ownership does not include ownership of mineral rights or other subsurface interests which have been severed from ownership of the surface. SMA 66445(e)
4. If the subdivider is not the owner and no dedications or offers of dedications are required, he shall also submit satisfactory evidence that he has authority from the owner to subdivide the property.
5. Notwithstanding any other provisions of Article 3, local agencies may require those statements and acknowledgements required pursuant to subdivision (e) be made by separate instrument to be recorded concurrently with the parcel map being filed for record. SMA 66445(f)
6. Whenever a certificate or acknowledgement is made by separate instrument, there shall appear on the final map a reference to the separately recorded document. The County Recorder pursuant to SMA Section 66468.1 shall complete this reference. SMA 66445(h)

### **Signatures of Holders of Record Title Interest – Omission**

1. The signature of either the holder of beneficial interest under trust deeds or the trustee under the trust deeds may be omitted, but not both. SMA 66436(a)(2), SMA 66445(e)
2. Signatures of parties owning the following types of interest may be omitted if their names and the nature of their respective interests are stated on the map:

- a. Rights-of-way. SMA 66436(a)(3)(A)(i), SMA 66445(e)
- b. Easements. SMA 66436(a)(3)(A)(i), SMA 66445(e)
- c. 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. SMA 66436(a)(3)(A)(i), SMA 66445(e)
- d. Minerals. SMA 66436(a)(3)(C), SMA 66445(e)

#### **Recorder's Examination of the Final Map**

The County Recorder shall have not more than 10 days within which to examine a final or parcel map and either accept or reject it for filing. If the County Recorder rejects a final or parcel map for filing, the County Recorder shall, within 10 days thereafter, mail notice to the subdivider and the City Engineer that the map has been rejected for filing, giving the reasons therefor, and that the map is being returned to the City Clerk for action by City Council. If the County Recorder accepts the map for filing, the acceptance shall be certified on the face thereof. The fee for filing and indexing the map is as prescribed in SMA Section 27372. SMA 66466

#### **Separate Document to Record Additional Information**

1. In accordance with SMA Sections 66445(g) and 66434(f), on or after January 1, 1987, no additional survey or map requirements shall be included on a Parcel Map which do not affect record title interests. However, the map shall contain a notation of reference to survey and map information required by these sections.
2. Pursuant to the SMA Section 66434.2, additional information may be required in the form of a separate document or an additional map sheet to be filed or recorded simultaneously with a Final or Parcel Map. The additional information shall be in the form of a separate document or an additional map sheet which shall indicate its relationship to the Final or Parcel Map, and shall contain a statement that the additional information is for informational purposes, describing conditions as of the date of filing and is not intended to affect record title interest. The document or additional map sheet may also contain a notation that the additional information is derived from public records or reports, and does not imply the correctness or sufficiency of those records or reports by the preparer of the document or additional map sheet. Additional survey and map information may include, but shall not be limited to: building setback lines, flood hazard zones, seismic lines and setbacks, geologic mapping and archaeological sites.
3. A final map or parcel map for a subdivision approved prior to January 1, 1987, and conditioned on recordation of additional information thereon, shall be found in substantial compliance with the previously approved tentative map provided the required additional information is separately recorded pursuant to Government Code §21-9.1(b).

### **Cross Referencing of Concurrent Documents**

Whenever separate documents are to be recorded concurrently with the final or parcel map pursuant to SMA Sections 66435.1 or 66445, the County Recorder shall complete the cross-reference to such concurrently recorded separate documents. SMA 66468.1

### **Correction and Amendments of Maps**

After a final map or parcel map is filed in the office of the County Recorder, it may be amended by a certificate of correction or an amending map for any of the following purposes:

- a. To correct an error in any course or distance shown thereon.
- b. To show any course or distance that was omitted therefrom.
- c. To correct an error in the description of the real property shown on the map.
- d. To indicate monuments set after the death, disability, retirement from practice, or replacement of the engineer or surveyor charged with responsibilities for setting monuments.
- e. To show the proper location or character of any monument which has been changed in location or character originally was shown at the wrong location or incorrectly as to its character.
- f. To correct any additional information filed or recorded pursuant to SMA Section 66434.2, if the correction does not impose any additional burden on the present fee owner of the property and does not alter any right, title, or interest in the real property reflected on the recorded map.
- g. To correct any other type of map error or omission as approved by the City Surveyor or City Engineer, which does not affect any property right. Such errors and omissions may include, but are not limited to, lot numbers, acreage, street names, and identification of adjacent record maps.

As used in this section, "error" does not include changes in courses or distances from which an error is not ascertainable from the data shown on the final or parcel map. SMA 66469

### **Certificate of Correction Index**

The amending map or certificate of correction shall be prepared and signed by a registered civil engineer licensed to practice land surveying or licensed land surveyor. An amending map shall conform to the requirements of SMA Section 66434, if a final map, or subdivisions (a) to (d), inclusive, and (f) to (i), inclusive, of SMA Section 66445, if a parcel map. The amending map or certificate of correction shall set forth in detail the corrections made and show the names of the present fee owners of the property affected by the correction or omission. Upon recordation of a certificate of correction, the County

Recorder shall within 60 days of recording transmit a certified copy to the County Surveyor or City Engineer who shall maintain an index of recorded certificates of correction.

The County Recorder may charge a fee, in addition to the fee charged for recording the certificate of correction, which shall be transmitted to the County Surveyor or the City Engineer, as compensation for the cost of maintaining an index of recorded certificates of correction. The amount of this additional fee shall not exceed the fee that is charged for recording the certificate of correction.

#### **Examination of Amending Map or Certificate of Correction by City Surveyor**

Examination and certification shall be by the City Surveyor or City Engineer. As to a certificate of correction, the City Surveyor, or City Engineer shall have 20 working days in which to examine the certificate of correction for compliance with SMA Sections 66469 and 66470, endorse a statement on it of his or her examination and certification, and present it to the County Recorder for recordation. In the event the submitted certificate of correction fails to comply with SMA Sections 66469 and 66470, the County Surveyor, City Surveyor, or City Engineer shall return it within the same 20 working days to the person who presented it, together with a written statement of the changes necessary to make it conform to the requirements of SMA Sections 66469 and 66470. The licensed land surveyor or registered civil engineer submitting the certificate of correction may then make the changes in compliance with SMA Sections 66469 and 66470 and resubmit the certificate of correction to the City Surveyor, or City Engineer for approval. The City Surveyor, or City Engineer shall have 10 working days after resubmission and approval of the certificate of correction to present it to the County Recorder for recordation. SMA 66471

#### **Amending of Final Maps**

In addition to the amendments authorized by SMA Section 66469, after a final map or parcel map is filed in the office of the County Recorder, such a recorded final map may be modified by a certificate of correction or an amending map, if authorized by local ordinance, if the local agency finds that there are changes in circumstances which make any or all of the conditions of such a map no longer appropriate or necessary and that the modifications do not impose any additional burden on the present fee owner of the property, and if the modifications do not alter any right, title, or interest in the real property reflected on the recorded map, and the local agency finds that the map as modified conforms to the provisions of SMA Section 66474. Any such modification shall be set for public hearing as provided for in SMA Section 66451.3 of this division. The legislative body shall confine the hearing to consideration of and action on the proposed modification. SMA 66472.1

#### **Substantial Compliance with Approved Tentative Map**

A legislative body shall not deny approval of a final or parcel map if it has previously approved a tentative map for the proposed subdivision and if it finds that the final or



parcel map is in substantial compliance with the previously approved tentative map.  
SMA 66474.1

Where the subdivider desires to obtain approval of alterations on the final map from the approved tentative map or of changes made in conditions imposed as conditions of approval of the tentative map, he shall petition, in writing, the subdivision committee for its recommendation on such alterations or changes and submit with the petition the number of final map prints requested by the City Surveyor. Changes and alterations shall be approved in the same manner as the original tentative map was approved.

### **Taxes and Assessments**

Prior to the filing of the final map or parcel map with the legislative body, the subdivider shall, in accordance with procedures established by the county, file with the County Recorder of the county in which any part of the subdivision is located, a certificate or statement from the official computing redemptions in any public agency in which any part of the subdivision is located, showing that, according to the records of that office, there are no liens against the subdivision or any part thereof for unpaid, state, county, municipal or local taxes or special assessments collected as taxes, except taxes or special assessments not yet payable. This section shall not be applicable to amending maps filed in accordance with the provisions of SMA Section 66469. SMA 66492

#### ***Prepayment of Taxes***

- a. Whenever any part of the subdivision is subject to a lien for taxes or special assessments collected as taxes which are not yet payable, the final map or parcel map shall not be recorded until the owner or subdivider does both of the following:
  1. Files with the Clerk of the Board of Supervisors of Santa Barbara County a certificate or statement prepared by the appropriate state or local official giving his or her estimate of those taxes or assessments.
  2. Executes and files with the Clerk of the Board of Supervisors security conditioned upon the payment of all state, county, municipal, and local taxes and the current installment of principal and interest of all special assessments collected as taxes, which at the time the final map is recorded are a lien against the property, but which are not yet payable.
- b. If the land being subdivided is a portion of a larger parcel shown on the last preceding tax roll as a unit, the security for payment of taxes need be only for the sum which may be determined by the county to be sufficient to pay the current and delinquent taxes on the land being subdivided, together with all accrued penalties and costs if those taxes have been or are allowed to become delinquent. Separate assessor's parcel numbers shall be given to the portion of the larger parcel which is not within the proposed subdivision and to the parcel or parcels which are within the proposed subdivision. If the land being subdivided is tax-defaulted, it may be redeemed without the redemption of the

remainder of the larger parcel of which it is a part pursuant to the Revenue and Taxation Code as if it were held in ownership separate from and other than the ownership of the remainder.

- c. The County may, by ordinance, require that if a property owner or subdivider deposits cash to secure the payment of the estimated taxes or special assessments required in paragraph (a) or (b), the county tax collector shall draw upon the cash deposit, at the request of the taxpayer, to pay the taxes or special assessments when they are payable.
- d. The County may, by ordinance, after consultation with the tax collector, waive the requirement to secure the payment of estimated taxes or special assessments, as required by subdivision (a) or (b), for a final parcel map of four or fewer parcels or for a lot line adjustment.
- e. Whenever land subject to a special assessment or bond which may be paid in full is divided by the line of a lot or parcel of the subdivision, that assessment or bond shall be paid in full; security shall be filed with the Clerk of the Board of Supervisors, payable to the County as trustee for the assessment bondholders for the payment of the special assessment or bond; or the responsibility for payment of the assessment shall be certified as segregated pursuant to subdivision (f).
- f. Whenever land subject to a special assessment for payment of a bond would be divided by the line of a lot or parcel of a subdivision, and the special assessment is not paid in full or secured pursuant to subdivision (e), the final map or parcel map shall not be recorded until the owner or subdivider files with the clerk of the board of supervisors of the county a certificate prepared by the clerk of the legislative body that created the assessment district. The certificate shall certify that the legislative body has determined that provision has been made for segregation of the responsibility of each of the proposed new parcels for a portion of the assessment payment obligation in the manner provided in the statute pursuant to which the assessments were levied for to which the bonds were issued.
- g. In computing the amount of security for "taxes" in subdivision (a) or "current taxes" in subdivision (b), it shall only be necessary to consider amounts shown on the regular assessment roll or shown on any supplemental rolls prepared pursuant to Chapter 3.5 (commencing with Section 75) of Part 0.5 of Division 1 of the Revenue and Taxation Code.
- h. This section shall not be applicable to amending maps filed in accordance with SMA Section 66469. SMA 66493

### **Other Bonds**

The City Council may require the subdivider to post a bond in an amount as fixed by the City Council, such bond to be conditioned upon the subdivider's complying with any or all conditions or requirements imposed by the City Council as conditions of approval of the tentative or final map.

Subdividers shall, prior to the approval of any final subdivision map, post a bond or bonds or other security satisfactory to the City Council in an amount fixed by the City Council to guarantee payment of all persons who shall furnish labor or materials, or both, as such persons are now or may hereafter be defined in section 1181 of the State Code of Civil Procedure or any successor to such section, for all of the public improvements to be made on the subdivision, completion of which is guaranteed by bonds or other improvement security posted with the City.

### **City Clerk's Statement – With Dedications**

1. If dedications or offers of dedication are required, they may be made either by a statement on the parcel map or by separate instrument, as provided by local ordinance. If dedications or offers of dedication are made by separate instrument, the dedications or offers of dedication shall be recorded concurrently with, or prior to, the parcel map being filed for record. SMA 66447
2. The dedication or offers of dedication, whether by statement or separate instrument, shall be signed by the same parties and in the same manner as set forth in Section 66439 for dedication by final map. SMA 66447
3. Dedications of, or offers to dedicate interests in, real property for specified public purposes shall be made by a statement on the final map, signed and acknowledged by those parties having any record title interest in the real property being subdivided, subject to the provisions of SMA Section 66436. SMA 66439(a)
4. At the time the City Council or the official designated pursuant to Section 66458 approves a final map, the City Council or the designated official shall also accept, accept subject to approval, or reject any offer of dedication. The City Clerk shall certify or state on the map the action by the City Council or designated official. SMA 66447.1(a)
5. There may be imposed by local ordinance a requirement that dedications or offers of dedication of streets include a waiver of direct access rights to any such street from any property shown on a final map or parcel map as abutting thereon and if the dedication is accepted, any such waiver shall become effective in accordance with its provisions. SMA 66476
6. There may be imposed by local ordinance a requirement of dedication or irrevocable offer of dedication or real property within the subdivision for streets, alleys, including access rights and abutter's rights, drainage, public utility easements and other public

easements. Such irrevocable offers may be terminated as provided in subdivision (c) and (d) of Section 66477.2. SMA 66475

7. The final map shall contain a certificate or statement for execution by the City Clerk stating that the City approved the map and accepted, accepted subject to improvement, or rejected, on behalf of the public, any real property offered for dedication for public use in conformity with the terms of the offer of dedication. SMA 66440

### **Engineer's, Surveyor's, Recorder's Statements**

See Standard Statements and Certificates at the end of this section. Authorization for statements defined in SMA Section 66449. If a field survey was performed, the parcel map shall contain a statement by the engineer or surveyor responsible for the preparation of the map that states that all the monuments are of the character and occupy the positions indicated, or that they will be set in those positions on or before a specific date, and that the monuments are, or will be, sufficient to enable the survey to be retraced. SMA 66445(i)

#### ***City Surveyor's Statement***

1. The City Surveyor shall sign, date, and below or immediately adjacent to the signature, indicate his or her registration or license number with expiration date and the stamp of his or her seal and state that:
  - a. He or she examined the map.
  - b. The subdivision as shown is substantially the same as it appeared on the tentative map, if required, and any approved alterations thereof.
  - c. All provisions of this chapter and of any local ordinances applicable at the time of approval of the tentative map, if required, have been complied with.
  - d. He or she is satisfied that the map is technically correct. SMA 66450
2. When the City Surveyor is satisfied that the map is technically correct, conforms to the approved tentative map or any approved alterations thereof, complies with all applicable laws and regulations, that all departments and agencies have certified that the requirements have been satisfied and that all bonds or cash deposits have been received by the City Clerk, the City Surveyor shall notify Public Works in writing and request delivery of the original tracing of the parcel map. The City Surveyor shall execute his certification on the original tracings of the parcel map as provided in SMA Section 66450 of the State Business and Professions Code and shall transmit the same to the County Recorder.

### **Surveys and Monuments and Survey Procedure**

1. At the time of making the survey for the final map or parcel map, unless the survey is not required pursuant to SMA Section 66448, the engineer or surveyor shall set sufficient durable monuments to conform to the standards described in section 8771 of the Business and Professions Code so that another engineer or surveyor may readily retrace the survey. He shall also set such additional monuments as may be required by local ordinance. The local ordinance shall require that at least one exterior boundary line of the land being subdivided be adequately monumented or referenced before the map is recorded. SMA 66495
2. The parcel map shall be prepared in conformance with SMA Sections 66444 through 66450, inclusive, and in the case of a parcel map showing a division of land into five or more parcels as authorized under SMA Section 66426(a), (b), (c), and (d), the parcel map shall be based upon a survey which has been monumented in the same manner as required for a final map
3. The survey to be used in preparation of a final map shall be made in a manner satisfactory to the City Surveyor. The location, size and type of all monuments shall be subject to the inspection and approval of the City Surveyor before approval of the final map.
4. Markers and monuments shall be set as follows:
  - a. Along exterior boundaries at all angle points and the beginning and ending of curves.
  - b. County-approved monument wells shall be set along the center lines of all public streets at the intersection of all streets, centerline angle points, beginning and ending of curves, the center of all cul-de-sacs, and at the intersection with the exterior boundary as to maintain line of sight from monument to monument within the specified right-of-way. All monuments set in monument wells shall be no less in size than two inch brass or aluminum caps set on one and one-half inch galvanized steel pipe eighteen inches in length.
  - c. The City Surveyor as necessary on a case-by-case basis may modify monument kind, size, and location.
  - d. All street centerline intersections and centers of cul-de-sacs shall be referenced to four lead plugs and tags in curbs or permanently affixed with epoxy or similar adhesive except where well monuments have been set. Where no curbs are installed, such points shall be referenced to four lot corner monuments. Distances to said reference monuments shall be shown on eight and one-half by 11 inch transparent material and shall be filed in the City Surveyor's office.

- e. All lot corners shall be marked by permanent monuments with brass tags, aluminum or brass caps set on galvanized iron pipe a minimum of one-half inch in inside diameter by eighteen inches in length driven flush with the ground. All exterior subdivision corners shall be marked by permanent monuments with a minimum size of two inch brass or aluminum caps set on galvanized steel pipe a minimum of one and one-half inch inside diameter by eighteen inches in length driven flush with the ground.
  - f. Front lot corners may be lead plugs and brass tags or tags permanently affixed with epoxy or similar adhesive set in the sidewalk or permanently affixed in the top of curb on prolongation of lot line or radially where point falls on a curve. Where no concrete curbs or sidewalks exist, actual front lot corners shall be monumented.
  - g. The types of markers and the sizes used at the above locations, and ties, where necessary, shall all be clearly indicated on the final or parcel map legend.
  - h. All monuments set shall be permanently and visibly marked with the certificate number preceded by the letters "L.S." or "R.C.E." as the case may be.
5. If any shortage or excess is found by the surveyor on the ground between existing monuments, compared with original records, any division of the total shall bear its proportion of such excess or shortage.
  6. A traverse of the boundaries of the tract and all lots and blocks shall close within a limit of error ratio of 1:25000 or 0.02', whichever is greater.
  7. For the subdivision of public lands or section property, for the restoration of lost section corners, and for the retracement of section lines, the method to be followed shall be in accord with the instructions set forth in the "Manual of Instructions for the Survey of Public Lands of the United States", published by the Commissioner of the General Land Office, Department of the Interior, Washington, D.C.

### **Monument Bond**

1. Interior monuments need not be set at the time the map is recorded, if the engineer or surveyor certifies on the map that the monuments will be set on or before a specified later date, and if the subdivider furnishes to the legislative body security guaranteeing the payment of the cost of setting such monuments. SMA 66496
  - a. Acceptable forms of security are cash, certified check, or a bond from an admitted surety. Payment will be received by the City Clerk.
2. Within 5 days after the final setting of all monuments has been completed, the engineer or surveyor shall give written notice to the subdivider and to the County

Surveyor or any other public official or employee authorized to receive these notices, that the final monuments have been set. SMA 66497

3. Upon payment to the engineer or surveyor for setting the final monuments, the subdivider shall present to the legislative body evidence of the payment and receipt thereof by the engineer or surveyor. SMA 66497
4. The County Surveyor shall also obtain written notice from the City Clerk that he has received all required bonds and cash deposits.
5. To request the release of the monumentation bond, the surveyor of record shall submit in writing to the County Surveyor's Office, a letter signed and sealed, stating that:
  - a. All monumentation has been set, and
  - b. Payment for all services has been received.

After a field inspection/verification of the monuments, a request to release the bond will be docketed for the Board of Supervisors approval.

#### **Clearances**

1. Each department affected by conditions of approval imposed on the division shall file written clearance notice with City of Solvang Planning/Community Development Director certifying that the requirements of the department or agency have been satisfied. See clearance check-off sheet at the end of this section.
2. The Planning/Community Development Director shall be responsible for coordinating recommendations of various City Departments concerned with Final and Parcel Maps, and clearances after the decisionmaker has approved the particular Tentative Tract Map or Tentative Parcel Map concerned.

## Map Requirements

### Map Body

After the approval of the tentative map including tentative parcel map by the City Council, the subdivider may cause a final or parcel Map to be prepared. As many copies of the proposed final or parcel Map as may be required by the City Surveyor and other applicable City departments, shall be submitted to each department responsible for approving or reviewing such map. The proposed final Map shall be prepared in accordance with Article 2 of Chapter 2 of the State Subdivision Map Act and in accordance with the completed survey of the subdivision based upon a field survey of the boundaries of the subdivision made as required by law. The proposed parcel Map shall be prepared in accordance with Article 3 of Chapter 2 of the State Subdivision Map Act and in accordance with the completed survey of the subdivision based upon a field survey or from compiled recorded data if authorized by the City Surveyor. Both proposed final and parcel Maps shall be prepared according to the following standards:

- a. **Sizes and material.** The final or parcel map shall be clearly and legibly drawn upon tracing cloth or polyester film of good quality. All lines, letters, figures shall be printed or reproduced by a process guaranteeing a permanent record in black on tracing cloth or polyester base film. The size of the sheets of tracing cloth or polyester film shall be eighteen by twenty-six inches, leaving an entirely blank margin of one inch from the edges of the sheets. The final or parcel map number and all drawings, affidavits, statements, acknowledgements, endorsements, acceptances of dedication, and notarial statement must be within the margin line. The scale shall be not less than one inch equals 60 feet unless approved otherwise by the City Surveyor prior to the first submittal of the final or parcel map in order to show the details clearly and enough sheets shall be used to accomplish this end. Each sheet shall be numbered "# of # sheets". The relation of one sheet to another shall be clearly shown and the number of sheets used shall be set forth in the title of the map.
- b. **Title.** The first sheet shall contain the final or parcel map number conspicuously placed. Below the final or parcel map number shall be a subtitle consisting of a general description of all the property being subdivided, by reference to deeds or to maps which have been recorded or to official United States surveys. References to tracts and subdivisions shall be spelled out and worded identically with original records, with complete reference to proper book and page of such record. Maps filed for the purpose of reverting subdivided land to acreage shall be so designated on the title sheet by an appropriate note containing the words "MAP OF VACATION" followed by "REVERSION TO ACREAGE." Every sheet, other than the title sheet, shall bear the final or parcel map number (but no subtitle), scale, north arrow, the basis of bearings (or reference to), legend and sheet number.



- c. Statements. A statement of the licensed surveyor or civil engineer licensed to practice land surveying, accompanied by his seal, shall appear stating to the accuracy of the final or parcel map and of all data shown thereon. In addition, there shall be such other certificates or statements as may be required by law including:
1. Statement of owner, consenting to subdivision (final and parcel maps).
  2. Statement of owner, offering to dedicate streets and other lands and reserving the right to convey easements to public utilities as shown on such map.
  3. City Clerk statement indicating official approval of the final or parcel map and acceptance of dedications.
  4. Statement of City Surveyor indicating that the final or parcel map complies with state law and local ordinance.
  5. Statement of the County Recorder accepting the final or parcel map for recordation.
- d. Surveying data for lots. Sufficient data shall be shown to determine readily the bearing and length of every lot line, block line, easement line and boundary line. Linear dimensions shall be expressed in feet and decimals of a foot. Dimensions of lots shall reflect net and gross dimensions as defined by Chapter 35 where applicable. All lots more shall show net and gross acreage to nearest hundredth, where applicable. Length, radius, and total delta of all curves and the bearing of radial lines to each non-tangent curve shall be shown. All data shall be shown upon the line or segment of curve to which it pertains unless different is authorized by the City Surveyor. Bearings and distances shall be given for all lines.
- e. Surveying data for streets. The final or parcel map shall show the center lines of all streets, the total width of each street, the width of the portion being dedicated, and the width of existing dedication, and the widths each side of the center line, also the width of railroad right-of-ways, flood control or drainage channels, and of any other easements appearing on the map. Where streets are to be private or public easements, sidelines of lots shall be shown as solid lines to centerline of street and sidelines of streets shown as broken lines. Where streets are to be public (fee), the sidelines of lots common with the streets shall be shown as solid lines.
- f. Record easements. The final or parcel map shall show the lines of all easements to which the lots are subject. If the easement is not definitely located of record, a statement of the easement shall appear on the title sheet. Easements for storm drains, sewers and other purposes shall be denoted by

fine dashed lines. Distances and bearings on the sidelines of lots which are cut by an easement shall be arrowed or so shown that the final or parcel map will indicate clearly the actual lengths of the lot lines. The width of the easement or the lengths and bearings of the lines thereof and sufficient ties to locate the easement definitely with respect to the individual lots and the subdivision shall be shown. The easement shall be clearly labeled and identified, and if already of record, proper reference to the records given, including the name of the current easement holder if available, nature, and recording information. Easements for public utilities shall be so designated on the final or parcel map. If an easement is being dedicated by the final or parcel map, it shall be properly set out in the owner's certificate of dedication. All easements whether existing or created by the final or parcel map shall be labeled as public or private.

- g. Existing monuments. The final or parcel map shall show clearly what stakes, monuments, or other evidence was found to determine the boundaries of the subdivision. The corners of all adjoining subdivisions or portions thereof shall be identified by lot number, tract number, and place of record with all found monuments being shown with measured data thereto (both record and measured data shall be shown), or by section, township, and range, or by other proper designation.
- h. Established lines. Wherever the City Surveyor or City Engineer has established the center line of a street or alley, that data shall be shown on the final or parcel map, indicating all monuments found and making proper references to field books or maps bearing records of surveys of such monuments. If the points were reset by ties, that fact shall be stated. The final or parcel map shall show all city boundaries crossing or adjoining the subdivision clearly designated and tied in.
- i. Lot and block identification. There shall be no separate identification by individual blocks within a subdivision. All lots within a subdivision shall be numbered consecutively without omission or duplication of numbers, except street "denial" strips shall be shown as parcels with an alphabetical letter designation for each. Each lot shall be shown entirely on at least one sheet.
- j. Private Restrictions. Any private restrictions to be shown on the final or parcel map or reference to them made therein shall be accompanied by proper acknowledgements of owners and mortgagees accepting such restrictions.
- k. Open spaces. All open spaces shall be designated by the letters "O.S." or words "open space" on the final or parcel map.
- l. Dedications. Easements being created by the final or parcel map shall state if they are public or private in nature. All offers of dedication shall state if they are public or private in nature.

- m. Monuments. All monuments shall be set in accordance with the monumentation policy as defined herein. In the case of final maps, all monuments shall be set within one year after recordation of the map. In the case of parcel maps, all monuments shall be set prior to recordation.
- n. Basis of Bearings. The acceptable methods used to determine a basis of bearings are:
  - 1. Astronomic observation.
  - 2. A line, appearing between two found monuments, shown on a recorded map.
  - 3. California Coordinate System as defined and regulated by the California Public Resources Code Section 8801 *et seq.*
- o. The City Surveyor may establish additional mapping standards consistent with City Code and State laws as necessary.
- p. Survey procedures. Where the real property being subdivided is described by sectionalized description, the surveying procedure used to establish the boundary of the final or parcel Map shall follow the procedures as defined by the Manual of Instructions for the Survey of Public Lands of the United States, 1973 or it's successor.
- q. Distinctive Border. Both final and parcel maps shall delineate the land to be included within the subdivision by distinctive symbol or heavier line weight and clearly designated as such.

**Clearance Check-Off Sheet**

**Parcel Map No.** \_\_\_\_\_

**Owner:** \_\_\_\_\_

**Engineer/Surveyor:** \_\_\_\_\_

<b>Departmental</b>	<b>Clearance Received</b>
Public Works	_____
• Water	
• Sewer	
• Engineering	
• Grading	
Planning/Community Development	_____
Fire Department	_____
<b>City Clerk</b>	
Taxes paid or bonded for	_____
<b>Public Utilities</b>	
Gas	_____
Electrical	_____
Telephone	_____
Cable TV	_____
<b>Noticing Document</b>	_____

# Parcel/Final Map Requirements

Prepared by Licensed Land Surveyor or Registered Civil Engineer licensed to practice land surveying (R.C.E. Registration # prior to 33966)

## Parcel/Final Map to include:

### TITLE SHEET

- 18" x 26" polyester film
- Black Ink
- Permanency
- 1" clear margin
- Subdivision No. (14,xxx)
- Legal Description including reference to map or document
- Sheet numbering (X of X)
- P.L.S./R.C.E. Seal (1 ½" min. dia.)
- Owner's Statement
  - Dedications (private easements)
  - Offers of dedication (public)
- Record Owner Statement
  - Beneficiary
  - Trustee
- Notary Statement
- Surveyor's Statement
- City Surveyor's Statement
- Clerk of the Board Statement

- Taxes paid
- Accept offers
- Reject offers
- Recorder's Statement
- Clerk of the Board Statement
- Signature Omission
  - Easement holders
  - Lease Holder
  - Mineral Holder
- Noticing Note

## **MAP SHEET**

---

- Subdivision No. (each map sheet)
- Sheet numbering (X of X) ea. Sheet
- Scale (no < 1" = 60' w/o prior auth)
- Graphic Scale (each map sheet)
- Basis of Bearings (each map sheet)
  - Astronomic Observation
  - Line between 2 found monuments shown on same record
  - CCS83 following PRC §8801
- Legend (each map sheet)
- Vicinity Map (1st map sheet only)
- Symbols (1/8" minimum)
- Text (L-100 minimum)

- Distinctive Border
- Intersection Tie Note (each map sheet) unless monument wells installed
- Acreage Net & Gross (nearest 0.01)
- Curves (length, radius & delta)
- Non-tangent curve radials
- Measured and recorded bearing and distance for all lines (includes existing and proposed easements)
- Record data for all lines
- Lots shown in entirety on map sheet
- Solid lines (Fee interest)
- Dashed lines (Easement interest)
- North Arrow (each map sheet)
- Street centerlines shown or labeled
- Width & ½ width of streets with record data
- Streets labeled Public or Private
  - "Not a Public Street" labeled for rejected offers of dedication
- Easements labeled Public or Private
- Railroad ROW labeled with record data
- Drainage channels width with record data
- Adjoining subdivision lines ghosted (lots labeled inc. Bk & Pg. ref.)
- Found monuments described and located with record and measured data
- City boundaries shown & labeled
- Lots numbered or lettered

- Denial Strips lettered
- Open Space labeled
- Waiver of Abutter's Access Rights shown and labeled
- Relationship of sheets clearly shown

### **MONUMENTS**

- Tract Exterior (all angle points), 2"Alum or Brass cap on 1½"IP
- Lot Corners – Rear & Side, Brass/Copper tag on ½" IP
- Lot Corners – Front, Brass/Copper tag on ½" IP or tag drilled or epoxyed to TC or SW
- Centerline Public Streets (easement), 2"Alum or Brass cap on 1½"IP in Monument wells

### **SURVEY PROCEDURE**

- Closure Tolerance 1:25000 or 0.02' (whichever is greater)
- Closure calculations with acreage
- Subdivision of Sectionalized Land follows the Manual of Instruction (1973)

### **INFORMATIONAL MAP SHEET**

- Surveyor's Note
- Construction requirements note (PM)
- Envelope calculations

### **TENTATIVE MAP**

- Comparison to approved Tentative



## **CONDITIONS REQUIRED**

- Public Easements
- Private Easements
- Public Dedications
- Reservation Agreement
- Envelopes
- Set-Backs

**Owner's Statement** *(on title sheet per SMA 66445(e))*

I (We) hereby state that I (we) am (are) the owner(s) of or have an interest in the land included within the subdivision shown on the annexed map, and that I (we) am/are the only person(s) whose consent is necessary to pass clear title to said land. I (We) consent to the making and recordation of said map and subdivision as shown within the distinctive border lines. *If there are dedications, see below*

*(private drainage, access & public utilities easements)* I (We) also hereby dedicate the easements shown hereon for the purposes set forth.

*(public roadway in fee)* I (We) also hereby offer to dedicate (road name(s)) in fee to the City of Solvang Barbara for roadway purposes as show hereon.

*(public roadway in easement)* I (We) also hereby offer to dedicate (road name(s)) as easements to the City of Solvang for public roads as shown hereon. (Use this format for riding trails, etc.)

*(Flood Control in easement)* I (We) also hereby offer to dedicate to the City of Solvang the easements for drainage/maintenance purposes as shown hereon.

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

\_\_\_\_\_  
Title

\*\*\*\*\* The phrase "offer to" is to be used when dedications are being made to the City.

Pursuant to Section 313 of the California Corporations Code two signatures, one from each of the two signatory groups, are required by any corporation holding record title ownership or interest in the property being adjusted. The following is a list of the two signatory groups:

**Group One**  
Chairman of the Board  
President  
Vice President

**Group Two**  
Secretary  
Assistant Secretary  
Chief Financial Officer  
Assistant Treasurer

**Notary** *(on title sheet)*

State of California, )

County of Santa Barbara)SS

On \_(insert date)\_, before me, (here insert name and title of the officer), personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity (ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and Official seal.

Signature \_\_\_\_\_

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

Commission Expires \_\_\_\_\_

Commission No. \_\_\_\_\_

Principal Office Located in the County of \_\_\_\_\_

**Clerk of the Board's Statement** *(on title sheet without dedications per SMA 66440)*

I, Michael F. Brown, Clerk of the Board of Supervisors of Santa Barbara County, do hereby state that pursuant to Government Code Section 66464 (State Subdivision Map Act), that the certificates and deposits required under Government Code Section 66492 and Section 66493 (State Subdivision Map Act) on the property within this subdivision have been filed and made.

Michael F. Brown  
Clerk of the Board of Supervisors  
of Santa Barbara County

By: \_\_\_\_\_  
Deputy Date

(Seal)

**Beneficiary and/or Trustee** *(on title sheet per SMA 66445(e) and SMA 66436(a)(2))*

The signatures of the following beneficiaries/trustees under trust deeds have been omitted pursuant to Section 66445(e) of the Government Code (State Subdivision Map Act).

Beneficiary/Trustee Name - Date - Book and Page -Instrument No., etc.

**Signature Omissions**

**Easement** *(on title sheet per SMA 66445(e) and SMA 66436(A)(i))*

The signatures of the following easement holders have been omitted pursuant to Section 66445(e) of the Government Code (State Subdivision Map Act).

Easement Holders Name - Date - Book and Page -Instrument No., etc.

**Lease** *(on title sheet per SMA 66445(e))*

The signatures of the following leaseholders have been omitted pursuant to Section 66445(e) of the Government Code (State Subdivision Map Act).

Lease Holders Name - Date - Book and Page -Instrument No., etc.

**Mineral** *(on title sheet per SMA 66445(e))*

The signatures of the following mineral rights holders have been omitted pursuant to Section 66445(e) of the Government Code (State Subdivision Map Act).

Mineral Holders Name - Date - Book and Page -Instrument No., etc.

**Surveyor's/Engineer's Statement (Parcel Map)** *(on title sheet SMA 66449)*

This map was prepared by me or under my direction and (is based upon a field survey)(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.

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

\_\_\_\_\_  
Date

SEAL

P.L.S./R.C.E. No. \_\_\_\_\_

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

**Surveyor's/Engineer's Statement (Tract Map) (on title sheet SMA 66442.5)**

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 all the monuments are of the character and occupy the positions indicated or that they will be set in those positions before (date), and that the monuments are, or will be, sufficient to enable the survey to be retraced, and that this final map substantially conforms to the conditionally approved tentative map.

\_\_\_\_\_  
Name Printed \_\_\_\_\_ Date \_\_\_\_\_ SEAL  
P.L.S./R.C.E. No. \_\_\_\_\_  
License Expiration Date: \_\_\_\_\_

**City Surveyor's Statement (on title sheet per SMA 66450)**

I hereby state that I have examined this map, that the subdivision as shown is substantially the same as it appeared on the Tentative Map, if required, and that I am satisfied that the map is technically correct

\_\_\_\_\_  
Michael B. Emmons PLS 5899 \_\_\_\_\_ Date \_\_\_\_\_ SEAL  
City Surveyor \_\_\_\_\_  
License Expiration Date: 12/31/2009

**City Engineer's Statement (on title sheet per SMA 66450)**

I hereby state that I have examined this map, that the subdivision as shown hereon is substantially the same as it appeared on the Tentative Map, if required, and any approved alterations thereof, that all provisions of Chapter 2 of the Subdivision Map Act and any local ordinances applicable at the time of approval of the Tentative Map, if required, have been complied with.

\_\_\_\_\_  
Bradley S. Vidro RCE 41211 \_\_\_\_\_ Date \_\_\_\_\_ SEAL  
Solvang City Engineer \_\_\_\_\_  
License Expiration Date: 3/31/2010

**Recorder's Statement** *(on title sheet per SMA 66449)*

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_ at \_\_\_\_\_ in book \_\_\_\_\_  
of Parcel Maps at pages \_\_\_\_\_ at the request of \_\_\_\_\_ (Individual/Land  
Surveying Firm).

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

Joseph E. Holland  
County Clerk - Recorder – Assessor

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

(Seal)

**Note** *(on title sheet)*

This map is subject to certain conditions and information included in a "NOTICE" and  
recorded concurrently as Instrument No. \_\_\_\_\_ O.R. *(if applicable)*

**RECORDING REQUESTED BY:**

*(Owner, Agent or Title Company)*  
*(Mailing Address)*  
*(City)(St)(Zip)*

**WHEN RECORDED MAIL TO:**

*(Owner, Agent or Title Company)*  
*(Mailing Address)*  
*(City)(St)(Zip)*

APN's: \_\_\_\_\_

**NOTICE**

Notice is hereby given, pursuant to Section 66434.2 of the Government Code (State Subdivision Map Act), that the information attached is given relative to Parcel Map No. **xx,xxx** filed \_\_\_\_\_, 200\_\_, in Parcel Map Book \_\_\_\_\_, Pages \_\_\_\_\_, records of Santa Barbara County, California.

This notice is not intended to affect record title interest. The information is derived from public records or reports, and the preparer of this document does not imply the correctness or sufficiency of these records or reports. Title to the estate or interest in the land shown on Parcel Map No. **xx,xxx** at the date hereof is vested

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The additional information required in connection with said map is attached hereto and incorporated herein by reference.

Document prepared by: \_\_\_\_\_

**Surveyor's Note** *(use on informational map sheet per SMA 66434.2)*

Pursuant to Section 66434.2 of the State Subdivision Map Act, this map sheet is for informational purposes, describing conditions as of the date of filing and is not intended to affect record title interest. The additional information shown on this map sheet is derived from public records or reports and does not imply the correctness or sufficiency of those records or reports by the preparer of the additional map sheet.

**Construction Statement** *(use on informational map sheet if required per SMA 66411.1)*

Pursuant to the provisions of Section 66411.1 of the Subdivision Map Act, notice is hereby given that the following improvement(s) is/are required to be constructed:

1. [Either list the required improvements] or show [the improvement shown in (Book/Page), Official Records].

**Subdivider's Certificate** *(on title sheet per SMA66445 (e))*

(I) (We), the undersigned, being the subdivider(s) of the land covered by this map, the record owners of which are listed herein, do hereby certify that said record owner(s) consent to the preparation and recordation of said map, as shown within the colored border.

NAME OF CORPORATION, COMPANY, ETC. (IF ANY)

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

Title

Pursuant to Section 313 of the California Corporations Code two signatures, one from each of the two signatory groups, are required by any corporation holding record title ownership or interest in the property being adjusted. The following is a list of the two signatory groups:

**Group One**

Chairman of the Board

President

Vice President

**Group Two**

Secretary

Assistant Secretary

Chief Financial Officer

Assistant Treasurer



**RECORDING REQUESTED BY:**

*(Owner, Agent or Title Company)*  
*(Mailing Address)*  
*(City)(St)(Zip)*

**WHEN RECORDED RETURN TO:**

County Surveyor  
123 East Anapamu Street, 2nd Floor  
Santa Barbara, CA 93101  
APN \_\_\_\_\_

**Certificate of Correction**

COUNTY OF SANTA BARBARA  
STATE OF CALIFORNIA

The following corrections or additions are hereby made to Parcel Map No. **xx,xxx** filed in Book \_\_\_\_\_, Page(s) \_\_\_\_\_ of Parcel Maps in the office of the Recorder of Santa Barbara County, State of California.

Fee Owners as of the date hereof:

(list owners names)

**Surveyor's/Engineer's Statement**

I hereby state that I prepared this Certificate of Correction or it was prepared under my direction on \_\_\_\_\_ 200\_\_\_\_, and the changes shown hereon are as provided for in Section 66469 of the Subdivision Map Act.

\_\_\_\_\_  
Name Printed  
P.L.S./R.C.E. No. \_\_\_\_\_  
License Expiration Date: \_\_\_\_\_

(Seal)

**City Surveyor's Statement**

I hereby state that on \_\_\_\_\_, 200\_\_ I examined this certificate of correction and the only changes made are those set forth in Section 66469 of the Subdivision Map Act.

\_\_\_\_\_  
Michael B. Emmons  
County Surveyor  
P.L.S. 5899  
License Expiration Date: 12/31/2008

(Seal)