



County of Santa Cruz

DEPARTMENT OF PUBLIC WORKS

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JOHN J. PRESLEIGH
DIRECTOR OF PUBLIC WORKS

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COUNTY SURVEYOR'S OFFICE REQUIREMENTS FOR SUBMITTAL OF A CORNER RECORD

Please submit the following items:

1. Two prints of the corner record per Board of Professional Engineers and Land Surveyors of California form Borpels-1297: (http://www.bpelsg.ca.gov/pubs/forms/corner_record.pdf)
2. A copy of the filed retracement map used to establish corners.
3. A copy of the government notes if filing for government corners, and filed map if applicable.
4. A copy of all deeds referenced on the corner record.
5. A copy of all unrecorded surveys and/or field notes referenced on corner record.
6. Filing fee: \$10.00 per corner record.

Corner Record Requirements:

1. Corner Record requirements per Section 8773.2 (a) of the Professional Land Surveyors' Act
2. Technical requirements include, but not limited to, the following:
 - a. Bearings and distances of all lines shown and curve data to include radius, delta, length & radial bearings, if appropriate. Basis of bearings noted on page 2.
 - b. Monuments found or replaced, described as to kind, size, type, Tag No., location and other data relating thereto. Give reference to record map. For public land corners, a sketch showing site recovery information.
 - c. Legend showing found monuments (solid symbol), set monuments (open symbol), all record data in "()" identified by Volume and Page or Official Document Number. The note "Distances shown are in feet and decimals thereof."
 - d. Identify all record data shown with the recorded map on file.
 - e. Street names and widths.
 - f. Scale and north arrow.
 - g. Title block.

For additional information about the submittal requirements, contact Greg Jones at (831) 454-2160.