INFORMATION SHEET FOR SURVEYORS

General: Surveys should show anything that will affect the CWMTF easement, including all man-made structures that will remain on the property.

(1)   The preliminary survey must meet the Standards of Practice for Land Surveying in North Carolina (21 NCAC 56.1604).

(2)   Client requests an unrecorded, preliminary survey of the property and/or the conservation easement as applicable.

(3)   Client needs one additional full-sized and one 8.5 x 11 hard copy of the preliminary survey to send to the Clean Water Management Trust Fund in addition to an electronic version.

(4)   The preliminary survey should be unsigned but be in recordable form.

(5)   Surveys and digital files shall be tied to the North Carolina State Plane Coordinate System NAD83 (NSRS2007).

(6)   A table of coordinates (easting and northing) for all property corners, numbered consecutively, must be included on the plat. Multiple parcels are required to be recombined if practicable so this requirement may not apply; if recombination is not possible and multiple parcels comprise a single project, assign a unique number for each property corner within the project.

(7)   A metes and bounds report must be exported and submitted as a separate text file.

(8)   Clearing and marking boundary shall occur according to CW standards during survey. See Acquisition Program Guidelines on website.

(9)   As a reminder, closer to closing, boundary signs must be posted.

(10)   The preliminary survey must include in the title block the Tax ID numbers for all relevant parcels.

(11)   The preliminary survey must include the Clean Water Management Trust Fund grant contract number in the title block.

(12)   The preliminary survey must include a table specifying:

   (i)   the length of all property boundaries shared with streams or other surface waters,

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(ii)   the length of all conservation easement boundaries shared with streams or other surface waters,

(iii)   the length of all streams or other surface waters buffered on one-side,

(iv)   the length of all streams or surface waters buffered by on both sides, and

(v)   the total length of streams and other surface water buffered on one or both sides.

**   For the purpose of this table, the required lengths may be computed without being field surveyed using appropriate data if the source of the data is identified.

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(13)   The preliminary survey must show legal access from the relevant property to a public road if the property does not have existing public road frontage.

(14)   The preliminary survey cannot be a boundary only survey. It must show those actual conditions on the ground that are reasonably observable such as streams, ponds, surface waters, buildings, dams, wells, soil roads, gravel roads, paved roads, trails, electric lines, gas lines, uses, encumbrances, and encroachments.

(15)   The legend on the preliminary survey should include unique entries for conservation easement boundaries that are not property boundaries and for features of the property such as streams, ponds, swamps, soil roads, gravel roads, electric lines, etc. Superfluous symbols should be eliminated.

(16)   The property and conservation easement area(s) should be conspicuously labelled. Sample language for Conservation Easement area: "To be subject to State of North Carolina Conservation Easement".

(17)   If the easement area must be crossed by motorized vehicles to access areas of the property, the area approved for access, ingress, and egress must be delineated on the plat.

(18)   If areas of the property or conservation easement boundary lines, or other features, are illegible because the scale is too small for legibility, then an inset should be added to show the illegible area at a larger scale.

(19)   The survey should not include a Certificate of Subdivision or Dedication unless the transaction actually involves a subdivision or a dedication, respectively.

(20)   The preliminary survey should not include notes or statements that the property is subject to all easements, rights of way, and encumbrances or similar statements.