

APPENDIX F: Survey and Boundary Marking Requirements Checklist

NCLWF Acquisition Program

NC Land and Water Fund (NCLWF) requires a new survey for all fee and conservation agreement projects in the Acquisition Program following the requirements listed below.

General Requirements

Grant Recipients must communicate the following to their surveyor to incorporate into the surveyor's scope of work for the project:

- All surveying and boundary marking must meet the Standards of Practice for Land Surveying in North Carolina (NCAC Title 21, Chapter 56.1600; in particular, 56.1602 (d) and (e) and 56.1604).
- The preliminary title opinion must be provided to the surveyor.
- The survey must not include notes that property is subject to all easements, rights of way, and encumbrances, or similar statements.
- The survey must show the actual conditions on the ground that are reasonably observable such as streams, ponds, surface waters, structures that will remain on the property, dams, wells, soil roads, gravel roads, paved roads, primary trails, electric lines, gas lines, uses, encumbrances, and encroachments.
 - If encroachments are found, it is the Grant Recipient's responsibility to ensure all encroachments are corrected or excluded from the project and shown accordingly on the survey.
- The survey must be tied to the North Carolina State Plane Coordinate System NAD83 with the easting and northing of at least one point provided on the plat.
- NCLWF requires recombination of parcels when practicable.
- Survey markers, pins, and monuments shall be clearly marked with flagging, including pre-existing boundary markers set by others.
- The use of computed points or limited fieldwork must be pre-approved by NCLWF staff.

Plat Requirements

All draft plats of surveys must:

- be submitted to NCLWF as unrecorded, unsigned, and preliminary
- include tax/parcel identification numbers for all relevant parcels and the NCLWF grant number in the title block
- show legal access from each relevant property or conservation agreement area to a public road if the property or conservation agreement area does not have existing public road frontage
- include a legend with 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.
- not include superfluous symbols in the legend
- include insets for any boundary lines or other features that are illegible
- conspicuously delineate and label property and conservation area(s) in both symbology and language:
 - NCLWF Conservation Easement: "To be subject to State of North Carolina Conservation Easement"
 - Declaration of Covenants and Restrictions: "To be subject to Declaration of Covenants and Restrictions"
 - Match Conservation Easement: "To be subject to [Partner] Conservation Easement"
- Include acreage for each conservation area as well as the total protected area
- not include a Certificate of Subdivision or Dedication unless the transaction involves a subdivision or a dedication, respectively
- include the date of the survey and the date of the plat and all subsequent revision dates
- include "now or formerly owned by" on surrounding parcels

Boundary Marking Requirements

All property, conservation agreement areas, and any surveyed management area boundaries, as applicable to the project, must be posted as close to the recording date of the conservation agreement(s) as possible and meet the following requirements:

- The perimeter of all conservation agreement area(s) and both sides of every major corner must be marked, ideally at an interval of no more than 300 feet. The boundary signs must face the outside of the property, posted at eye-level on mature trees or permanent metal or fiberglass stakes. Nails should be posted with two 3-4” nails driven halfway into the tree, with space between the sign and the tree to accommodate growth. NCLWF does not have specific color requirements for paint blazes so long as they are conspicuous and suitable for distinguishing easement boundaries from neighboring properties.
- When marking State-held conservation agreements, NCLWF signs must be used. Contact NCLWF regarding availability of signs and printing requirements.
- When marking partner-held conservation easements, the organization’s standard boundary signs may be used.