



Check

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
LAND DEVELOPMENT DIVISION
SUBDIVISION MAPPING SECTION
CORRECTION LIST
PARCEL MAP NO. _____

Assigned to _____

Engineer/Surveyor _____

Date _____

Your map has been checked and the necessary corrections, additions, and instructions are circled below. The attached check print(s) and Correction List must be returned with the tracing when submitting recheck. Please indicate any changes or corrections on the attached check print(s) that you have made on the tracings, including those asked for by the checker. Place any comments or questions on the check print(s) or Correction List. Make the corrections or additions in red on the attached check print(s).

1. Need Recorder's Fee for the following:
 - _____ a. Map filing - \$10.00 for first sheet, plus \$3.00 for each additional sheet.
 - _____ b. Document recording (Drainage letter, etc.) - \$9.00 for first single-sided page, plus \$3.00 each additional single-sided page or portion of page.
 2. Need processing fees for the following:
 - a. Map analysis \$ _____
 - b. Tax clearance \$ _____
 - c. Tax bond/security \$ _____
 - d. Monument inspection \$ _____
 - e. Checking easement \$ _____
 - f. _____ submittal \$ _____
 - g. Verification that map complies with tentative conditions. \$ _____
 - h. Agreements and/or improvement security/bond. \$ _____
 - i. LDMA surcharge \$ _____
 - j. Other _____ \$ _____
 3. Submit the original tracings to this office for review.
 4. Trim the tracing to 18" by 26" overall. (Blank 1" margin on all sides.)
 5. Ink is not black, opaque, and permanent in nature. (Certificates should be stamped or printed with black, opaque, and permanent ink.)
 6. Show/correct map scale and/or detail scale.
 7. Show north arrow.
 8. Show sheet _____ of _____ sheet(s). (Title sheet first.)
 9. Show title on all sheets. Parcel Map No. _____ in unincorporated territory of the County of Los Angeles, and/or in the City of _____.
 10. Show/correct subtitle. (Legal description of the property within the distinctive border.)
 11. Reference street vacation in the subtitle.
 12. Reference off-site easement dedication in the subtitle.
 13. Show purpose on each sheet of map below title or subtitle: "For Condominium Purposes", "For Stock Cooperative Purposes", "Division of Land for Purposes of Lease Only", or "Division of Land for Mobile Home Purposes Only."
 14. Show distinctive border on front side of tracing; inside the boundary of new parcels and streets being created. Show distinctive border on details. (Do not obliterate any figures.)
 15. Show/correct distinctive border legend on map.
 16. Parcel and/or unit numbering designation is in error.
 17. Show/correct deed, RS, MB, or PMB references for exterior boundaries on the map. (Except where an exterior boundary is abutting a public dedicated street.)
 18. Label "NOT A PART OF THIS SUBDIVISION" where noted on check print.
 19. Show the location of any remainder of the last legally created parcel and label as "Remainder Parcel."
 20. If units are filed, submit a key map indicating all the units and the order of filing.
 21. Show references to adjoining sheets and compare duplicated information on adjoining sheets.
 22. Submit a copy of tentative conditions or other documents showing date of tentative approval. (Minutes expire _____.) Request an extension of time from Department of Regional Planning prior to expiration of tentative approval.
 23. Map does not conform to tentative map and conditions of approval. See condition number(s) _____.
 24. Submit complete copies of all deeds, field book pages, and other documents/information referenced on the map needed to interpret information referenced on the map.
 25. Show/correct/state method of establishment of all easements, boundary lines, lot lines, and/or corners on the map.
 26. Submit hard copy and calculations showing method of establishment of exterior boundary lines and/or easements.
 27. Verify survey information as indicated.
 28. Submit a copy of survey information as indicated on check print.
- FOR FIELD SURVEYED MAPS:**
29. Comply with the conditions of State law for use of the California Coordinate System.
 30. Show/correct basis of bearing note.
 31. Label found monuments with references or state "NO REF." On "NO REF" monuments, show tag number, and if an iron pipe, show depth of monument. If boundary control monument is not tagged, set tag. State depth of referenced monument if different from record.
 32. Show/correct type of monuments set. If an iron pipe, show depth at each point or use a depth of monuments note.
 33. Monuments must be set and inspected prior to filing or deferred if permitted by State law and local Ordinance.
 - a. Request an inspection by separate letter addressed to this office. Submit tie notes for all centerline monuments set.
 - b. If monuments are to be deferred, label them as "_____ to be set" and modify the Surveyor's/Engineer's Statement accordingly.
 34. Submit monument agreement and security to guarantee setting of monuments \$ _____.

FOR COMPILED MAPS:

- 35. Show/correct record data note.
- 36. Comply with Subdivision Map Act Section 66448 by showing found, referenced, durable monuments for retracing of the exterior boundary lines of the parcel map and the establishment of the interior parcel lines.
- 37. Show/correct adjoining streets and/or widths and/or names.
- 38. Show/correct bearings and distances on all lines (arrow when necessary).
- 39. Show/correct curve data for street centerline, street sidelines, and property line corner returns.
- 40. Show/correct parcel areas (both net and gross when appropriate) to the nearest square foot or 0.01 acre (over 3 acres).
- 41. Show/correct detail.
- 42. Show City boundaries. (Verify proposed annexation prior to filing.)
- 43. The following traverses do not close within allowable limits of error _____.
- 44. Submit mathematical traverses for the following:
 - a. Distinctive border
 - b. Centerline loops
 - c. Block loops
 - d. Not a part areas
 - e. Parcels/revised Parcel(s) _____
 - f. Any of the above reflecting revised data
- 45. Verify centerline to sideline distance where noted on check print.
- 46. The sum of parts does not equal the total where noted on check print.
- 47. Show/correct Surveyor's/Engineer's Statement _____; sign and seal: show LLS or RCE No. _____.
- 48. Show/correct record, owner(s) note.

IF OWNER'S STATEMENT REQUIRED:

- 49. Complete/correct the title sheet as to Owner's Statement and dedications.
- 50. Verify that offers in Owner's Statement are either accepted or rejected in City Clerk's Certificate and that easements being offered are delineated on the map sheet.
- 51. Show slope easement and appropriate ties on the map sheet. Dedicate slope easement in the Owner's Statement.
- 52. The title sheet does not agree with the preliminary guarantee of _____, amended to _____, with respect to owners/trustees/beneficiaries/easement holders/interest holders. Need authority for the signatures of _____.
- 53. Show/correct necessary signature omission notes. State purpose of each easement in the omission note or on the map sheet.
- 54. Submit public utility/entity letters for signature omissions to this office addressed to the Board of Supervisors or City Council, as appropriate, or submit the signed statement that State law has been met with respect to public utility/entity signature omissions.
- 55. Show/correct easements, old (if required by local agency) and new, affecting parcels and tie to parcel lines. If easements are blanket, indeterminate, or within a street being dedicated, so state in omission note.
- 56. Need preliminary subdivision guarantee.
- 57. Need revised preliminary subdivision guarantee.
- 58. Complete/correct the title sheet with respect to signatures, seals, and acknowledgments.
- 59. Dedicate building restriction rights over the restricted use area in the Owner's Statement.
- 60. Show/correct flood hazard note on each sheet of map where there is flood hazard and summary note on title sheet. Dedicate building restriction rights over the flood hazard area in the Owner's Statement.
- 61. Show/natural drainage courses and flood hazard notes.
- 62. Show/correct street alternate section note on each sheet or maps.
- 63. Show/correct condominium note, indicating common parcels will provide access and utility easements.
- 64. Show/correct residential planned development notes.
- 65. Show/correct City Certificates. (City Engineer, City Council, City Special Assessments, other.)
- 66. Complete/correct the title sheet as to Subdivider's Statement.
- 67. Contact the following Department or Divisions marked X for clearance requirements. Submit necessary improvement security agreements and other documents:
 - ___ Road Unit
 - ___ Sewer Unit
 - ___ Water Unit
 - ___ Drainage Unit
 - ___ Grading Unit
 - ___ Geology Section
 - ___ Street Names
 - ___ Department of Regional Planning
 - ___ Parks and Recreation Department (Parks)
 - ___ Fire Department (Access)
 - ___ Department of Health Services
- 68. Need notification from City that conditions of tentative approval being handled by them have been complied with.
- 69. Need tax clearance.
- 70. Need tax bond, or other security, for \$_____.
- 71. Submit _____ print(s) of the revised map and title sheet. (Road, RP, Geology, Street Names, Sewers, Water, Drainage, Fire, Parks and Recreation (Parks), Grading, File, Check, Monument Inspection, Tax, City, other.)
- 72. Comply with the Los Angeles County Condominium Conversion Ordinance requirements.
- 73. Submit a notarized affidavit, signed by all owners of record at the time of filing the map with the Registrar-Recorder/County Clerk's office, stating that the proposed condominium building has not been constructed or that the building has not been, and will not be, occupied or rented until after the filing of the map with the Registrar-Recorder/County Clerk's office.
- 74. Send a copy of the revised final map (including title sheets) to your title company.
- 75. Submit bond estimate declaration signed by all owner's of record.
