



# RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

## STANDARD GUIDELINES FOR SUBMITTAL WRITTEN LEGAL DESCRIPTIONS AND LEGAL DESCRIPTION PLATS

Check Print No.: \_\_\_\_\_ Project Name \_\_\_\_\_  
 Checked By: \_\_\_\_\_ Project No. \_\_\_\_\_  
 Date: \_\_\_\_\_ Work Order No. \_\_\_\_\_

All **Written Legal Descriptions** and **Legal Description Plats** submitted to the District for approval regarding the above referenced Project shall meet those minimum requirements as checked below.

### 1A. Written Legal Descriptions and Legal Description Plats

1A-1	All Written Legal Descriptions and Plats shall be prepared per the Professional Land Surveyors Act. (Section 8761) and all Written Legal Descriptions and Plats shall be signed, stamped and dated in accordance with the Professional Land Surveyors Act, (Section 8761) and the California Code of Regulations Title 16, Division 5. (Section 411)
1A-2	Refer only to Final Maps, Parcel Maps, Record of Survey Maps, Lot Line Adjustments, etc. References to Tentative Maps and non-public documents will not be accepted.
1A-3	Please provide legible copies of any referenced, non-recorded, public documents and maps. Copies of 11"x17" size are acceptable, but only if legible; otherwise submit a larger size. In addition please provide best quality available copies of any referenced Deeds, Official Records, or Instruments. Digital formats are also an acceptable format for submittal of any referenced information.
1A-4	Each Parcel shall have a separate Written Legal Description and Legal Description Plat.
1A-5	All Written Legal Descriptions shall be written in a professional format that is concise and easy to read. Written legal descriptions and plats shall be submitted on A-size Sheets (8½"x11")
1A-6	The Point of Commencement/Point of Beginning/True Point of Beginning shall be clearly defined in the Written Legal Description and on the Plat.

### 2A. Written Legal Description

2A-1	Each bearing/course shall be a separate paragraph.
2A-2	Each paragraph shall have a double spaced separation.
2A-3	A radial bearing shall be provided for each Non-tangent, Reverse and Compound Curve in the Written Legal Description.

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2A-4	Define all radial bearings from the Radius Point out to the point on the curve.
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2A-5	For each curve in the Written Legal Description provide the following information: Direction along curve (i.e., northerly, southwesterly), Radius, Delta and Length.
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**3A. Legal Description Plats**

3A-1	Draft each Legal Description Plat at an adequate scale to provide clarity. If necessary, provide details for any areas needing further clarification. If extensive data box information is required, consider drafting at a larger scale.
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3A-2	Parcels granted to Riverside County Flood Control and Water Conservation District requires that “Riverside County Flood Control and Water Conservation District” be shown in the title block.
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3A-3	Each Sheet of the Legal Description Plat is required to have a north arrow.
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3A-4	Show a scale on the Legal Description Plat if applicable. If no scale then state “NOT TO SCALE”.
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3A-5	Each Non-tangent, Reverse and Compound Curve shall have a radial bearing shown.
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3A-6	Define all radial bearings from the Radius Point out to the point on the curve.
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3A-7	For each curve on the Legal Description Plat, provide the following information: Radius, Delta and Length.
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**4A. Other**

4A-1	Please refer to Riverside County Transportation Department Map Preparation Manual (April 2010) Chapter 2 Drafting Standards, Subsections 2.1 – 2.4. Use this link to the Manual: <a href="http://www.rctlma.org/trans/survey_map_check.html">http://www.rctlma.org/trans/survey_map_check.html</a>
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Additional Comments:

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Please provide the following when submitting your information

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Company Name

Contact

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Area Code/Telephone Number

Email Address