

REAL ESTATE CONVEYANCE STANDARDS

For

Vinton County, Ohio

Effective Date: 7-29-96

Revision Date: 9-23-96

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CHECK LIST

Requirements For Survey Description

Survey either to replace an existing description which is inadequate; or to create a new piece of property. Said description shall include the following items, Ohio Revised Code Chapter 4733-37, the Administrative Code.

Adequately identified, metes and bounds description shall include:

- ___ State, County, Township Name.
- ___ Range, Township, Section Numbers.
- ___ Property location is identified by quarter section, lots, outlots, etc.
- ___ The commencing point is described by a corner of a section, quarter section, etc.
- ___ The point of beginning is tied to the commencing point and is clearly described.
- ___ Basis of bearings, and stated that bearings are used to denote angles only, if that is the case. If based on true North or Magnetic North, than so state.
- ___ Surveyor's Name; Ohio Registered Number; and Date of writing and/or survey.
- ___ Series of calls for successive lines bounding the property.
- ___ Closure within 1 in 10,000. The reported boundary data shall meet the closure requirements of paragraph (c) of rule 4733-37-04.
- ___ Statement of what the description is made from, and the prior recorded reference.
- ___ Statement of boundary reference monument, whether found or set.
- ___ Statement saying the location of each identification cap set.
- ___ Survey description must be tied to the center of the road.
- ___ Monument offsets with distance from the center of the road on the property lines. Must be also stated in the description.
- ___ Statement of the number of acres surveyed to the third decimal.
- ___ Identified the number of acres if located in different section, quarter section, Outlots, Lots, etc.
- ___ Acreage over five acres must have no less than 50 feet road frontage.
- ___ Acreage of five acres or under must have no less than 150 feet road frontage.
- ___ Acreage of five acres or under with less than 150 feet road frontage may be stamped "Restrictive Approval".
- ___ Acreage without road access may be stamped "Restrictive Approval".

There may be exceptions, so if a case arises, then talk with the County Engineer's Office.

CHECK LIST

Requirements

For

Survey Plat

See "Sample Plat of Survey" of Minimum Standards For Boundary Surveys in the State of Ohio as adopted 5-1-80 of the Ohio Revised Code Chapter 4733-37.

- ___ County, Ohio, Township Name.
- ___ Township, Range and Section Number.
- ___ Village, lot, outlot, Subdivision, etc.
- ___ Title of the general location of the survey (i.e., quarter section, etc.)
- ___ Property owner, recorded volume and page.
- ___ Adjacent property owner(s), recorded volume and page.
- ___ Road identified (i.e., road name & number; and prior name if different and need to be clarified).
- ___ Commencing point of the survey is tied to the corner of a section, quarter section, etc..
- ___ Boundary monuments set. Material used and size (diameter & length).
- ___ Boundary Monuments set, the position each monument is set.
- ___ The location each I.D. Cap with number is set.
- ___ Each corner and each reference control physically monumented.
- ___ Boundary monuments found. Material, size, position and condition of each shown.
- ___ The number of acres determined by the survey.
- ___ If the property includes acreage in two or more sections, lots, outlots, etc., the acreage in each section, outlot, etc., must be shown on the plat.
- ___ The direction and length of each line.
- ___ Each section line, half section line, quarter section line, etc., must be identified.
- ___ Citation of pertinent documents and sources of data used.
- ___ North arrow.
- ___ Statement of bearings used, and are used to denote angles only, if that is the case. If based on true North or Magnetic North, than so state.
- ___ Graphical scale; and stated scale.

CHECK LIST for Survey Plat - cont'd.
Page 2

- ___ Date of survey and/or writing.
- ___ Client information, if different than owner of property being surveyed.
- ___ Surveyor's printed name; and Ohio register number.
- ___ Survey company information: name, address, phone number.
- ___ Surveyor's signature.
- ___ Surveyor's seal, which may clearly reproduce on copies made of original drawing.

A copy of the survey description and plat with the surveyor's original signature and seal, is required to be submitted to the Vinton County Engineer's Office for review. The County Engineer shall approve the survey plat and description and shall file a copy of the survey plat and description in the Engineer's Survey File. The survey and plat and description so filed are public records under Section 149.43 of the Revised Code. See Amended Substitute S.B. 158 as signed by the Governor of the State of Ohio, and effective May 9, 1996.

COUNTY, OHIO
TOWNSHIP, CITY
SUBDIVISION & LOT N.
SECTION, TOWN, RANGE OR MILITARY SURVEY N.

h. bearings shown herein are to an assumed meridian and are used to denote angles only.

PROPERTY OWNER
DEED BOOK _____ PAGE _____

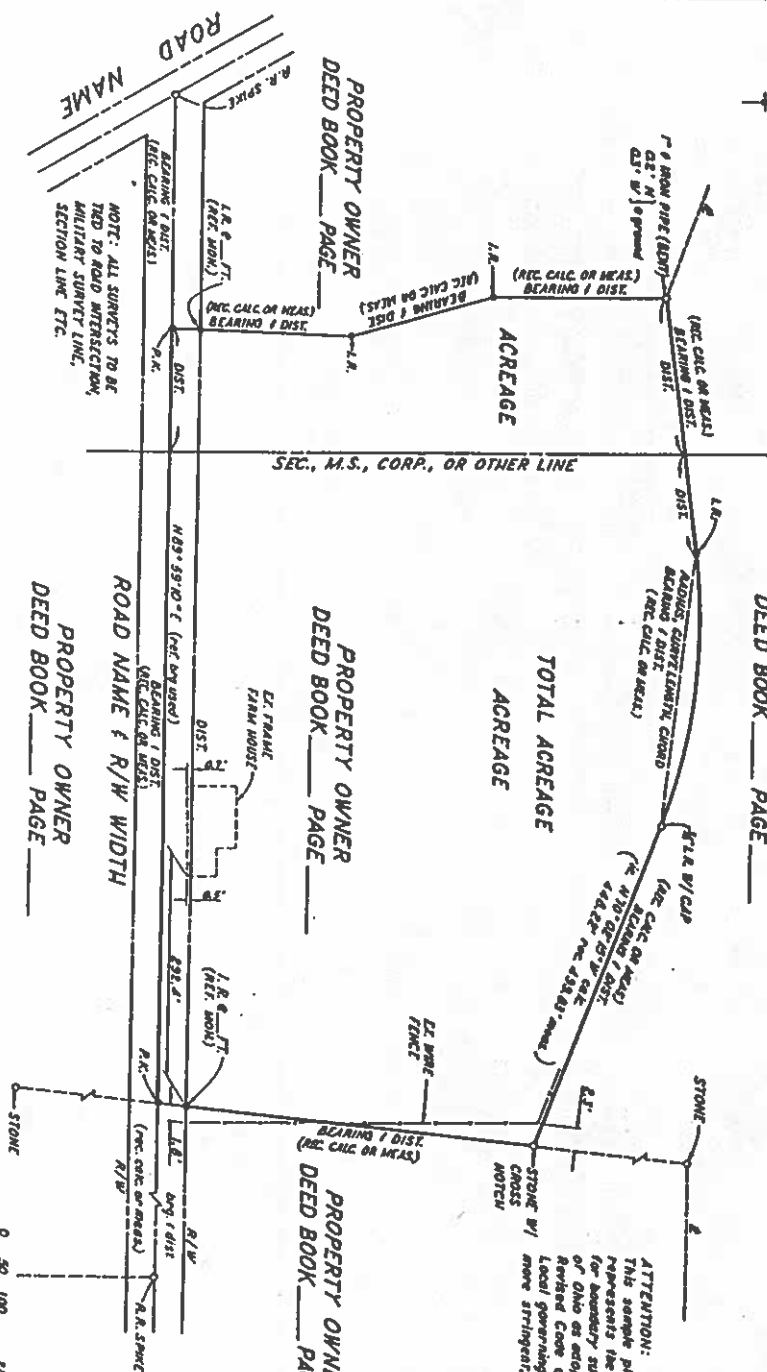
DEED REFERENCE
BOOK _____ PAGE _____

PERTINENT DOCUMENTS AND SOURCES OF DATA USED:

W. County road records P.B. 10 P. 21

ATTENTION:

This sample plan of survey represents the minimum standards for boundary surveys in the State of Ohio as adopted 6-1-80 of the Revised Code chapter 4713-37. Local governing requirements if more stringent, shall be adhered to.



LEGEND

- MONUMENT FOUND
• MONUMENT SET
NOTE: SHOW MATERIAL, SIZE (LENGTH & DIA)
POSITION & CONDITION
AT EACH MONUMENT

INFORMATION TO BE SHOWN:
LINE CITED IN THE REFERENCE

LINE CITE IN THE DEED DESCRIPTION AND THE RELATIONSHIP OF THE PROPERTY TO THIS CONTROL.
GENERAL NOTATION, DESCRIBING THE EVIDENCE OF OCCUPATION THAT MAY BE FOUND ALONG EVERY BOUNDARY OR OCCUPATION LINE.

PROPERTY OWNER
DEED BOOK _____ PAGE _____

PROPERTY OWNER
DEED BOOK _____ PAGE _____

SEC., M.S., CORP., OR OTHER LINE

ITAL ACREAGE
ACREAGE

PROPERTY OWNER
FEED BOOK _____ PAGE _____

Month	Number of People
January	950
February	850
March	750
April	650
May	550
June	450
July	350
August	250
September	150
October	200
November	300
December	150

SCALE IN FEET

**CLIENT
INFORMATION**

SURVEY CO. INFORMATION

DATE: _____ SCALE: _____



MINIMUM STANDARDS FOR LAND SURVEYS
Published and Distributed as a Public Service
Professional Land Surveyors of Ohio, Inc.
445 King Avenue, Columbus, Ohio 43201-2699

REQUIREMENTS
For
DESCRIPTION FOR DEED TRANSFER
For
VINTON COUNTY, OHIO

The Vinton County Board of Commissioners adopted on December 8, 1986, by resolution, minimum standards intended to be the basis relating to the establishment or retracement of property boundaries in Vinton County, Ohio. They adopted the "MINIMUM STANDARDS FOR BOUNDARY SURVEYS IN THE STATE OF OHIO", Revised Code Chapter 4733-37, effective May 1, 1980.

To be in compliance with the Amended Substitute S.B. 158 as signed by the Governor, and effective May 9, 1996, the check lists for deed descriptions and for survey descriptions and plats have been modified.

It is the desire of the county to provide a service for the public to insure proper and accurate descriptions of property, to correct any errors that are evident and to insure that property is accurately described for tax purposes.

It is the intent of these requirements to provide a standard method of checking legal descriptions for: deed, affidavits, easements and other instruments that require the use of land descriptions. (See Check List.)

It is understood that all situations cannot be covered by these requirements and when those situations arise, they will be handled as special cases interpreted by the Vinton County Engineer's Office.

Any descriptions that does not contain the required information on the "Requirements For Description For Deed Transfer" Check List will be stamped "Inadequate description, must be corrected". (See Check List.)

To insure that the current "Inadequate description, must be corrected" requirement of the County does not conflict with the legal procedures due to foreclosure proceedings, the following procedure will be followed. In the event that a tract of ground is subject to a foreclosure sale and the original description has been or will be stamped "Inadequate description, must be corrected", the Sheriff's Deed may use the original description. The Sheriff's Deed shall have the "Inadequate description, must be corrected" stamp affixed prior to transferring and recording the deed.

To avoid unnecessary delays in effecting a property conveyance, it is suggested that prior to making out the deed for conveyance or closing the sale, that a copy of the description be submitted to the Vinton County Engineer's Office to be checked for any discrepancy or problem and allow time for any corrections that are necessary.

Effective Date

Ronald M. Sharrett, P.E., P.S.
Vinton County Engineer

Revised Date

CHECK LIST

Requirements

For

Description For Deed Transfer

- ___ State, County and Section Name.
- ___ Range, Township and Section Numbers.
- ___ The general location of the tract is identified within the section (i.e., quarter section, etc.).
- ___ The commencing point of the tract must be a corner of a section, quarter section, etc.
- ___ The point of beginning of the tract must be referenced to the commencing point. (Identified only to an adjacent tract is inadequate.)
- ___ The description must have directional calls. (Identified only as being along an adjacent tract is inadequate.)
- ___ The description must have a distance for each directional call.
- ___ The number of acres contained in the tract described must be stated. Should be to the third decimal.
- ___ The number of acres being conveyed after the save and exceptions must be stated.
- ___ Prior reference of the recorded deed volume and page must be stated.
- ___ The "Restrictive Approval" stamp may be affixed to a former railroad right-of-way tract being transferred.
- ___ The "Restrictive Approval" stamp may be affixed to surveys, started in 1995, which have less than the required 150 feet road frontage for tracts of five acres or less.
- ___ The "Restrictive Approval" stamp may be affixed to a new tract of land which is being transferred to an adjacent land owner and it is land-locked, no easement.
- ___ Prior survey does not close within the required 1 in 10,000 closure.
- ___ Prior survey contains a inadequate commencing point/point of beginning.
- ___ Prior surveyed description must carry the Surveyor's name and I.D. No..

If any of the above required information is missing and can not be added to the legal description prior to the deed being transferred, then the "Inadequate description, must be corrected" stamp will be affixed to the description. This description can not be used again.

- ___ If the "inadequate description, must be corrected" stamp has been affixed on a prior deed, that description can not be used again, except in a Sheriff's Deed.

It is understood that there may be exceptions and when those situations arise, they will be handled as special cases interpreted by the Vinton County Engineer's Office.

On all land transfers, the legal description must be checked by the Vinton County Engineer's Office prior to being transferred by the Auditor's Office (S.B. No. 158); also, all Land Contracts before they are recorded in the Recorder's Office (H.B. No. 95, effective 3-19-93).

STATE OF OHIO

STATE BOARD OF REGISTRATION FOR PROFESSIONAL
ENGINEERS & SURVEYORS

65 SOUTH FRONT STREET, ROOM 302

COLUMBUS, OHIO 43215

TELEPHONE: 614-466-3650

4733-37 MINIMUM STANDARD FOR BOUNDARY SURVEYS IN THE STATE OF OHIO.

4733-37-01 PREAMBLE.

These standards are intended to be the basis for all surveys relating to the establishment or retracement of property boundaries in the State of Ohio. Abridgements of one or more provisions herein shall be clearly indicated on plats and/or legal descriptions and reports. Where local or other prescribed regulations exist which are more restrictive than these standards, the survey shall conform to all local and state regulatory standards. When a client desires only a portion of his property surveyed, and this portion can be clearly isolated from the remainder of the property without affecting the interests of adjoining owners, these standards shall apply to the survey of only the desired portion.

4733-37-02 RESEARCH AND INVESTIGATION.

(A) When the deed description of the subject property and the deed descriptions of adjoining properties do not resolve the unique locations of the corners and lines of the property being surveyed, the surveyor shall consult other sources of information in order to assemble the best possible set of written evidence of every corner and line of the property being surveyed. These sources include, but are not limited to: records of previous surveys, deed descriptions of adjacent properties, records of adjacent highways, railroads and public utility lines: Also include subdivision plats, tax maps, topographic maps, aerial photographs, and other sources as may be appropriate.

(B) After all necessary written documents have been analyzed, the survey shall be based on a field investigation of the property. The surveyor shall: Make a thorough search for physical monuments, analyze evidence of occupation and confer with the owner(s) of the property being surveyed. In addition, the surveyor shall, when necessary: confer with the owner(s) of the adjoining property and take statements.

4733-37-03 MONUMENTATION.

(A) When necessary in accordance with the accepted surveying practice and legal requirements the surveyor shall set boundary monuments so that, upon completion of the survey, each owner of the property and each referenced control station will be physically monumented.

(B) When it is impossible or impracticable to set a boundary monument on a corner, the surveyor shall set a reference monument, similar in character to the boundary monument and preferably along one of the property lines which intersect at that corner. When such a reference monument is used, it shall be clearly identified as a reference monument of the plat of the property and in any new deed description which may be written for the property.

(C) Every boundary monument and/or reference monument set by the surveyor shall, when practicable:

- (1) Be composed of a durable material.
- (2) Have a minimum length of thirty inches.
- (3) Have a minimum cross-section area of material of 0.2 square inches.
- (4) Be identified with a durable marker bearing the surveyor's Ohio registration number and/or name or company name.
- (5) Be detectable with conventional instruments for finding ferrous or magnetic objects.

(D) When a case arises, due to physical obstructions such as pavements, large rocks, large roots, utility cables, etc., so that neither boundary monument or a reference monument can be conveniently or practicably set in accordance with paragraph (C) of this rule, then alternative monumentation, which is essentially as durable and identifiable (eg., chiselled "X" in concrete, drill hole, etc.) shall be established for the particular situation.

4733-37-04 MEASUREMENT SPECIFICATIONS.

All measurements shall be made in accord with the following specifications:

(A) The surveyor shall keep his equipment in such repair and adjustment as to conform to the requirements stipulated by the director of agriculture in sections 1327.46 to 1327.99, of the revised code. The specifications, tolerances, and regulations published in the "National Bureau of Standards Handbook 44" shall be the specifications, tolerances and regulations for commercial weighing and measuring devices of the state.

(B) Every measurement of distance shall be made either directly or indirectly in such a manner that the linear error in the distance between any two points (not necessarily adjacent points) shall not exceed the reported distance divided by five thousand (allowable linear error = reported distance divided by five thousand and every angular measurement shall be made in such a manner that the allowable (directional) error, in radians, shall not exceed the allowable linear error divided by the reported distance (allowable directional error = allowable linear error divided by reported distance). When the reported distance is less than one hundred feet, the linear error shall not exceed 0.02 feet. The reported distance is the distance established by the survey.

(C) In all new deed descriptions and plats of survey, the lengths and directions of the lines shall be specified so that the mathematical error in closure of the property boundary does not exceed 0.02 feet in latitudes and 0.02 feet in departure.

4733-37-05 PLAT OF SURVEY.

(A) The surveyor shall prepare a scale drawing of every survey in which he retraces previously established property lines or establishes new boundaries.

(B) A copy of this drawing shall be given to the client. When required, another copy shall be filed with the proper agency.

(C) The surveyor shall include the following details:

(1) A title such that the general location of the survey can be identified.

(2) A north arrow with a clear statement as to the basis of the reference direction used.

(3) The control station(s) or line cited in the deed description and the relationship of the property to this control.

(4) A notation at each corner of the property stating that the boundary monument specified in the deed description was found, or that a boundary monument was set. In addition, there shall be a statement describing the material, size, position and condition of every monument found and/or set.

(5) A general notation describing the evidence of occupation that may be found along every boundary line and/or occupation line.

(6) The length and direction of each line as specified in the deed description of the property or as determined in the actual survey if this differs from what is stated in the deed description by more than the tolerance specified in paragraph (b) of rule 4733-37-04 of the administrative code.

(7) A citation of pertinent documents and sources of data used as a basis for carrying out the work.

(8) The written and graphical scale of the drawing.

(9) The date of the survey.

(10) The surveyor's printed name and Ohio registration number, signature and seal (in a form which may clearly reproduce on any copies which may be made of the original drawing).

4733-37-06 DESCRIPTIONS.

(A) When a surveyor is called upon to prepare a new description, either to replace an existing description which is inadequate or to create a new piece of property, said description shall include the following items:

(1) Sufficient caption so that the property can be adequately identified.

(2) A relationship between the property in question and clearly defined control station(s).

(3) The basis of the bearings.

(4) A citation to the public record of the appropriate prior deed(s).

(5) The surveyor's name, Ohio registration number and date of writing and/or survey.

(B) A metes and bounds description shall include, in addition to paragraph (A) of this rule:

(1) A description of the boundary monument used as the initial point of the description.

(2) A series of calls for successive lines bounding the parcel, each of which specifies:

(a) The intent in regards to adjoiners or other existing features.

(b) The direction of the line relative to the direction of the basis of bearing.

(c) The length of the line.

(d) A description of the boundary monument (or reference monument) and whether found or set to identify the end of the particular line.

(e) Sufficient mathematical data shall be given for each curved line so that the curve can be reproduced without ambiguity.

(f) The reported boundary data shall meet the closure requirements of paragraph (C) of rule 4733-37-04 the administrative code.

(3) The area of the parcel.

(C) Descriptions other than the metes and bounds form shall include sufficient and adequate legal and technical wording so that the property can be definitely located and defined.

(D) A statement shall appear indicating that either: The description was made in accordance with a recent survey and the date thereof, or the description was made based on a previous survey, of a certain date, and date of description, or the description was not based on a survey.

(E) When the surveyor knows a new description is to be used for a fee transfer, the surveyor shall base the description on a current or updated survey of the property.

4733-37-07 SUBDIVISION PLATS.

When a subdivision is created from a piece of property, or several adjoining pieces, the surveyor shall prepare a scale drawing showing all of the details specified in rule 4733-37-05 of the administrative code. In addition, the drawing will show all of the details of each new lot, street, easement, etc., including the length and direction of each new line. Sufficient mathematical data shall be given for each curved line so that the curve can be reproduced without ambiguity.

CHAPTER 4733-38
MINIMUM STANDARDS
FOR MORTGAGE LOCATION SURVEYS
IN THE STATE OF OHIO

Note: Chapter 4733-38 of the Administrative Code was filed pursuant to Chapter 119 of the Revised Code.

- 4733-38-01 Preamble
- 4733-38-02 Research and Investigation
- 4733-38-03 Monumentation
- 4733-38-04 Measurement Specifications
- 4733-38-05 Mortgage Location Survey Plat

4733-38-01 PREAMBLE.

These standards are intended to be the minimum requirements for Mortgage Location Surveys in the State of Ohio.

A "Mortgage Location Survey" shall be defined as an instrumentality, common to the mortgage lending industry, whereby, substantial proof is submitted to the mortgage lender and/or title insurer that the building(s) and/or other improvements are actually located on the land covered by the legal description in the mortgage and that said Mortgage Location Survey is a professional service provided by professional surveyors solely for the intent of and use by the mortgagee and/or title insurer. The Mortgage Location Survey does not constitute an improvement to the property, and is only a professional opinion which these parties may use as a guide to arrive at any decisions they may wish to make concerning said real property.

HISTORY: EFF. 2/15/90
Authority: R.C. Chapter 4733

4733-38-02 RESEARCH AND INVESTIGATION

(A) The professional surveyor shall use the description furnished by the client to perform the Mortgage Location Survey. If the professional surveyor determines the description to contain apparent incompleteness or insufficiencies, the professional surveyor shall so advise the client.

(B) After all necessary written documents, as furnished by the client, have been analyzed, the survey shall be based on a field investigation of the property. The professional surveyor shall make a thorough search for physical monuments and analyze evidence of occupation.

HISTORY: EFF. 2/15/90
Authority: R.C. Chapter 4733

4733-38-03 MONUMENTATION.

The professional surveyor need not set boundary monumentation under the provision herein unless the client requests boundary monumentation be set. If requested to set boundary monumentation, the professional surveyor shall conform to all provisions of Rule 4733-37-03 of the Administrative Code.

HISTORY: EFF. 2/15/90

Authority: R.C. Chapter 4733

4733-38-04 MEASUREMENT SPECIFICATIONS.

All measurements shall be made in accordance with the following specifications:

(A) The professional surveyor shall keep his equipment in such repair and adjustment as to conform to the provisions of paragraph (A) of Rule 4733-37-04 of the Administrative Code.

(B) Every measurement of distance shall be made either directly or indirectly in such a manner that the linear error in the reported distance shall not exceed:

(1) Two-tenths (0.2) of a foot for major improvements (see paragraph (G) of Rule 4733-38-05 of the Administrative Code).

(2) One-half (0.5) of a foot for major improvement location (see paragraph (J) of Rule 4733-38-05 of the Administrative Code). When a case arises wherein a greater linear error will not create ambiguity of locations (i.e., tracts where the improvements are located substantial distances from boundaries), then the professional surveyor may use a greater linear error, provided the tolerance is clearly indicated on the survey plat (e.g., 500 feet +/-5 feet).

HISTORY: EFF. 2/15/90

Authority: R.C. Chapter 4733

4733-38-05 MORTGAGE LOCATION SURVEY PLAT.

The professional surveyor shall include the following information on the mortgage location survey plat.

(A) A title such that the general location of the survey can be indentified.

(B) A north arrow.

(C) The boundary lines as cited in the legal desription, including pertinent references therein.

(D) The written and graphical scale of the drawing.

(E) The date of survey.

(F) The professional surveyor's name, registration number, signature, and seal in accordance with paragraph (C)(10) of Rule 4733-37-05 of the Administrative Code.

(G) Major improvements (permanent structures) shall be shown with dimensions and description (e.g., residence, garages, outbuildings with foundation, in-ground pools, and the like).

(H) Easement limits and building set-back lines as indicated on the recorded plat or as supplied by the client.

(I) Visible utility facilities requiring an easement and located outside known easements, crossing the subject property and serving others, such as, though not limited to: pole lines, manholes, inlets and pedestals and the like.

(J) A major improvement locations shall be shown with dimensions to the nearest property lines, with a minimum of two dimensions shown, and shall be sufficient to locate the structure (offsets shall be shown perpendicular to straight property lines and radially to curves property lines).

(K) Apparent encroachments shall be noted and shown in an obvious manner.

(L) The address posted on the building(s), if available.

(M) Observed problems of ingress and egress and joint drive.

(N) Fences or other evidence of possession when not in substantial conformance with the legal description.

(O) A statement shall appear on the plat indicating that the survey is a mortgage location survey prepared in accordance with Chapter 4733-38 of the Administrative Code, and is not a boundary survey pursuant to Chapter 4733-37 of the Administrative Code.

(P) Number each page showing individual page numbers along with number of pages.

HISTORY: EFF. 2/15/90

Authority: R.C. Chapter 4733

SURVEYING COMPANY

Address, City, Zip Code, Ohio

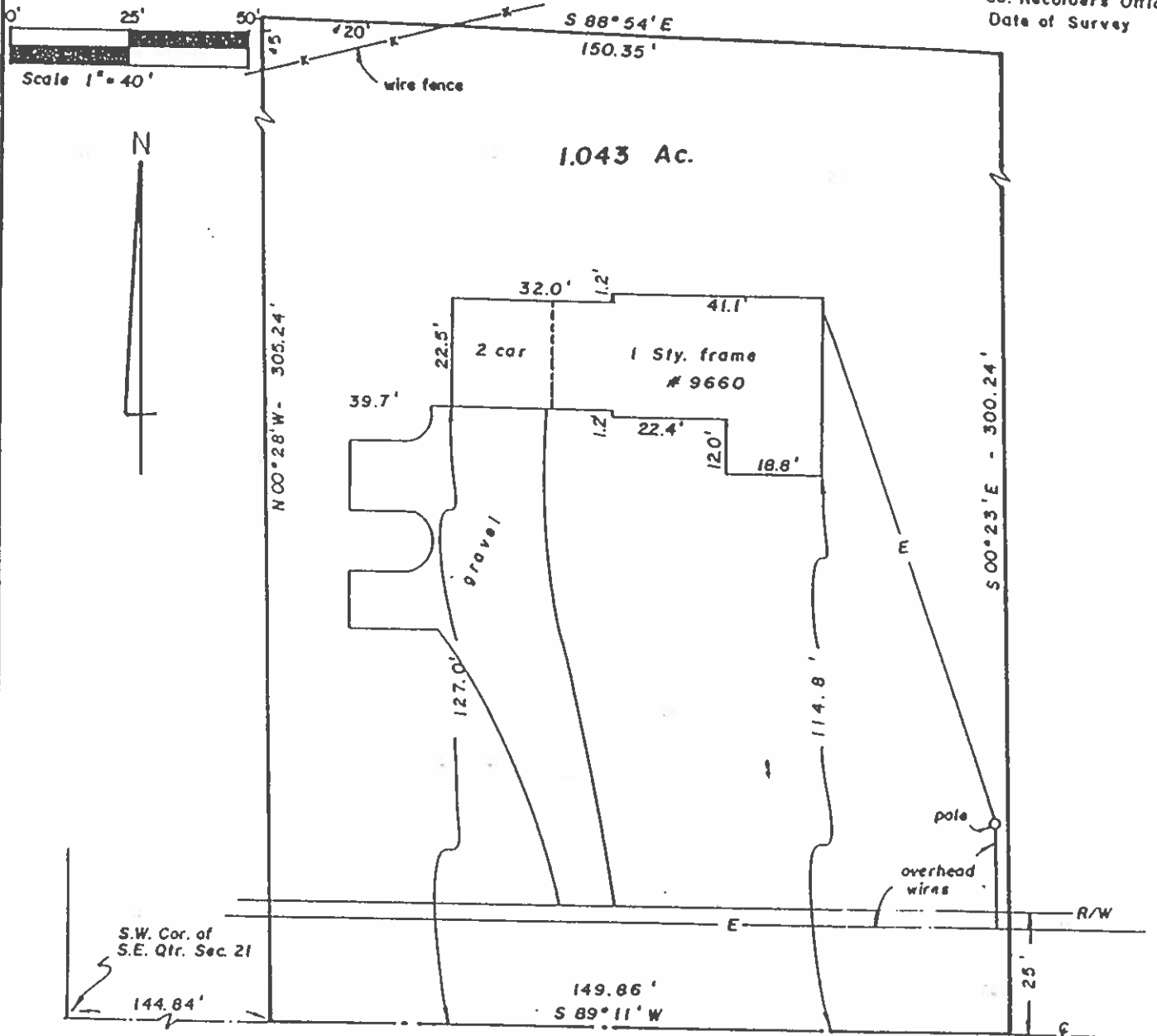
Acreage, Section, Township, Range or Military Survey No., Township or City, County, Ohio.

Mortgage Location Survey
For

TITLE INSUROR
and / or
MORTGAGE COMPANY

Deed Book Page

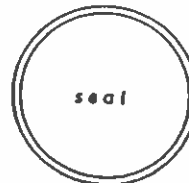
Co. Recorder's Office
Date of Survey



Apparent encroachments: ① Wire fence N.W. Cor.

ROAD
(Co. Rd. #1)

CERTIFICATION: We hereby certify that the foregoing Mortgage Location Survey was prepared from actual field measurements in accordance with Chapter 4733-36, Ohio Administrative Code, and is not a boundary survey pursuant to Chapter 4733-37 of said code.



Company Name

BY _____
Name, P.S. No.

SURVEYING COMPANY

Address, City, Zip Code, Ohio

LOT NO.

SUBDIVISION

CITY, OHIO

Mortgage Location Survey
For

TITLE INSUROR

and / or

MORTGAGE COMPANY

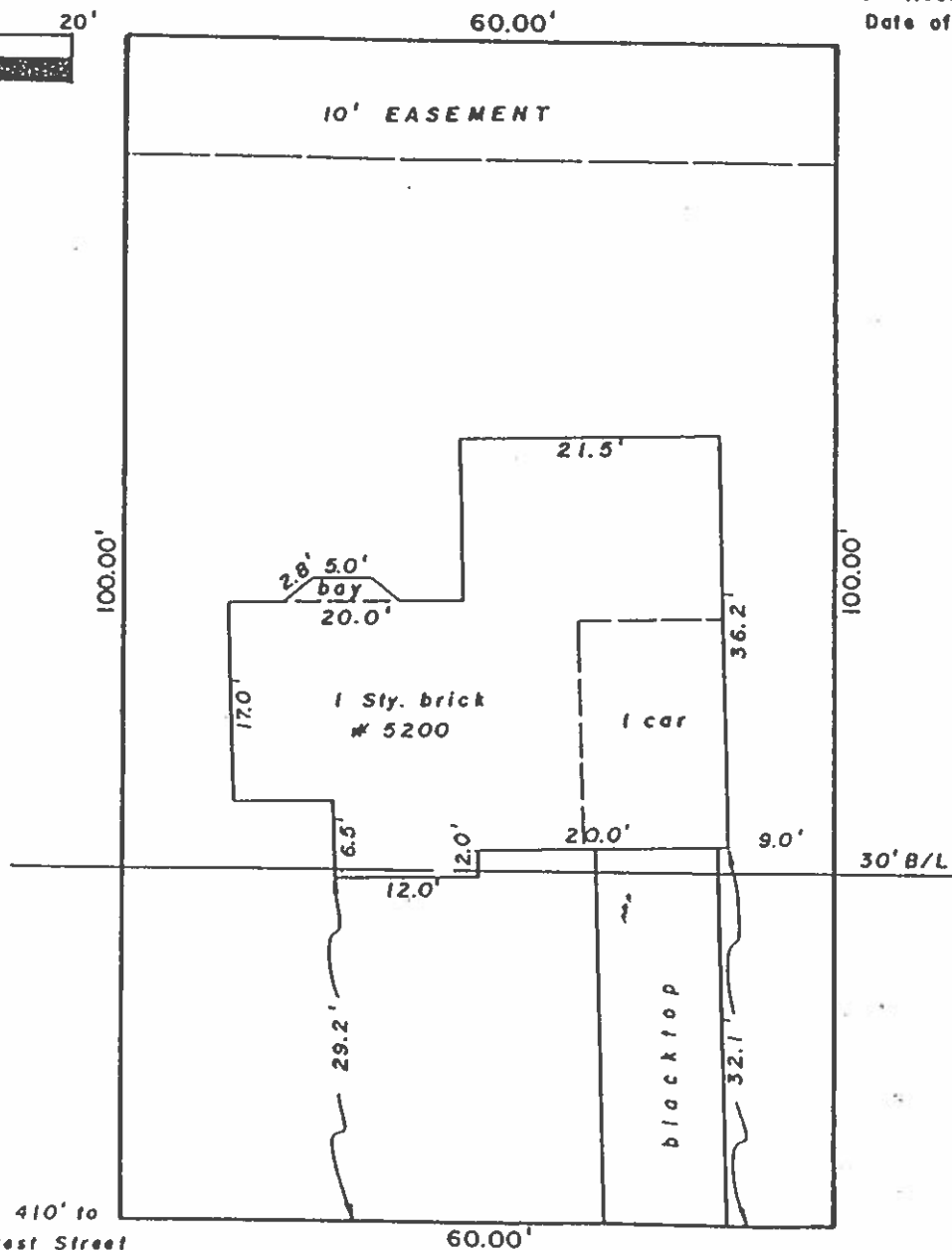
Plat Book

Page

10' 5' 0' 10' 20'

Scale 1"=20'

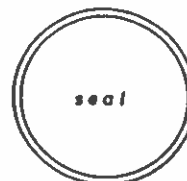
Co. Recorder's Office
Date of Survey



Apparent encroachments - ① Principal structure over building line.

STREET 50'

CERTIFICATION: We hereby certify that the foregoing Mortgage Location Survey was prepared from actual field measurements in accordance with Chapter 4733-36, Ohio Administrative Code, and is not a boundary survey pursuant to Chapter 4733-37 of said code.



Company Name

BY

Name, P.S. No.

**MINIMUM STANDARDS
FOR RECORDED EASEMENTS**

I. REQUIREMENTS FOR EASEMENT DESCRIPTIONS

1. Situate

- A. Must denote state, county, township and municipality, if applicable, range, section, half section, or Virginia Military District Number, etc. ...
- B. Must denote recorded title and deed reference as to the tracts of origination.

2. Parcel Identification

- A. Must identify the tract of ground in which easement is located by either metes and bounds description or by permanent parcel number.
- B. Must list acreages of all parcel(s)/tract(s) in which easement is located.

3. Easement Identification

A. Centerline Easements

- a) Must state width of easement. (Example) "Being a 20 feet wide easement 10 feet each side of the following described line".
- b) Detailed description of the course of the centerline including a readily identifiable beginning point. (Example) "Beginning at a point in the western most property line, approximately 35 feet, more or less, northwesterly from the southwest corner of (grantor's) tract. Thence northeasterly, parallel to and 35 feet northwesterly from grantors southern most line, approximately 300 feet, more or less, to a point in the grantor's eastern most property line".

B. Strip Easements

- a) Must state width of easement. (Example) "Being a 20 feet wide easement..."
- b) Must state location. (Example continued from above)"... along the grantor's south property line."

C. Irregular Shaped Easement.

- a) Must have a defined point of beginning.

- b) Must have a clear metes and bounds description.
- D. All easement descriptions, no matter what type of description, must state the intended purpose of easement (for ingress and egress; installation of underground wires; installation of power poles; maintenance; etc. ...)
- 4. Restrictions
 - A. Must list any and all restrictions over the aforesaid easement area.
- 5. Author Identification
 - A. All new metes and bounds descriptions prepared by a person other than a registered surveyor must incorporate the following:
 - I. The printed name and address of the author.
 - II. Date of writing of description.
 - III. A statement indicating that the description is prepared from existing records or specify means from which it is derived.

II. REQUIREMENTS OF PLAT DRAWINGS

- 1. Plat drawings are not required when filing an easement, and shall define the location of the easement, making it easier to identify. All plat drawings must be to scale, and the scale shown on the plat.
- 2. All plat drawings must incorporate the following details:
 - A. A North arrow.
 - B. The state, county, township and municipality, if applicable, range, section, half section, or Virginia Military District number, etc. ...
 - C. Owner(s) name, permanent parcel number, deed volume and page(s) of land the easement is on, and adjoining landowner(s), permanent parcel number(s), deed volume and page(s) if easement begins, or ends on an adjoining property line.
 - D. The property lines of the subject parcel, or the land containing the easement, and any roads mentioned in the written description.

3. Easement Area

- A. The centerline of the easement shall be drawn on the plat, and a statement identifying it added. (Example)
"Centerline 10' Wide Electrical Easement"
- B. Any, and all distances, bearings, etc., pertaining to the easement area shall be shown on the plat.

AMENDED SUBSTITUTE S.B. 158 AS SIGNED BY THE GOVERNOR

Sec. 315.251. A BOUNDARY SURVEY SHALL BE MADE WHENEVER LAND TO BE CONVEYED IS ONLY A PART OF THE GRANTOR'S LAND OR THE LEGAL DESCRIPTION OF THE LAND CONVEYED IN THE MOST RECENT CONVEYANCE OF ALL OR PART OF THAT LAND. IF A BOUNDARY SURVEY IS REQUIRED BY THIS SECTION, THE SURVEY PLAT AND DESCRIPTION SHALL SATISFY THE MINIMUM STANDARDS FOR BOUNDARY SURVEYS PROMULGATED BY THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS PURSUANT TO CHAPTER 4733 OF THE REVISED CODE, AND SHALL BE SUBMITTED TO THE COUNTY ENGINEER FOR REVIEW. IF, AFTER THE COUNTY ENGINEER'S REVIEW, THE COUNTY ENGINEER DETERMINES THAT THE SURVEY PLAT AND DESCRIPTION SATISFY THOSE STANDARDS, THE COUNTY ENGINEER SHALL APPROVE THE SURVEY PLAT AND DESCRIPTION AND SHALL FILE A COPY OF THE SURVEY PLAT AND DESCRIPTION IN THE ENGINEER'S SURVEY FILE. THE SURVEY PLAT AND DESCRIPTION SO FILED ARE PUBLIC RECORDS UNDER SECTION 149.43 OF THE REVISED CODE.

Sec. 319.203. THE COUNTY AUDITOR AND THE COUNTY ENGINEER OF EACH COUNTY, BY WRITTEN AGREEMENT, SHALL ADOPT STANDARDS GOVERNING CONVEYANCES OF REAL PROPERTY IN THE COUNTY. THE COUNTY AUDITOR AND COUNTY ENGINEER MAY MODIFY THOSE STANDARDS FROM TIME TO TIME AS THEY CONSIDER NECESSARY OR DESIRABLE. THE STANDARDS SHALL BE ADOPTED OR MODIFIED ONLY AFTER THE COUNTY AUDITOR AND COUNTY ENGINEER HAVE HELD TWO PUBLIC HEARINGS, NOT LESS THAN TEN DAYS APART, CONCERNING ADOPTION OR MODIFICATION OF THE STANDARDS. THE STANDARDS SHALL BE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE OFFICES OF THE COUNTY AUDITOR AND COUNTY ENGINEER.

BEFORE THE COUNTY AUDITOR TRANSFERS ANY CONVEYANCE OF REAL PROPERTY PRESENTED TO THE AUDITOR UNDER SECTION 319.20 OF THE REVISED CODE, THE COUNTY AUDITOR SHALL REVIEW THE CONVEYANCE TO DETERMINE WHETHER IT COMPLIES WITH THE STANDARDS ADOPTED UNDER THIS SECTION. THE COUNTY AUDITOR SHALL NOT TRANSFER ANY CONVEYANCE THAT DOES NOT COMPLY WITH THOSE STANDARDS.

TO: WHOM IT MAY CONCERN

RE: STANDARDS GOVERNING CONVEYANCES OF REAL PROPERTY IN VINTON COUNTY, OHIO

WE, THE VINTON COUNTY AUDITOR AND COUNTY ENGINEER, SHALL ADOPT THE FOLLOWING STANDARDS GOVERNING CONVEYANCES OF REAL PROPERTY IN VINTON COUNTY.

THE COUNTY AUDITOR AND COUNTY ENGINEER MAY MODIFY THESE STANDARDS FROM TIME TO TIME AS THEY CONSIDER NECESSARY OR DESIRABLE.

THE STANDARDS SHALL BE ADOPTED OR MODIFIED ONLY AFTER THE COUNTY AUDITOR AND COUNTY ENGINEER HAVE HELD TWO PUBLIC HEARINGS, NOT LESS THAN TEN DAYS APART, CONCERNING ADOPTION OR MODIFICATION OF THESE STANDARDS.

THE STANDARDS SHALL BE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE OFFICES OF THE COUNTY AUDITOR AND COUNTY ENGINEER.

THE TWO HEARING DATES ARE _____ AND _____,
BETWEEN THE HOURS OF 8:30 a.m. - 4:00 p.m..

Barbara Radekin, Vinton County Auditor

Ronald M. Sharrett, P.E., P.S.
Vinton County Engineer

Date

TO WHOM IT MAY CONCERN:

RE: STANDARDS GOVERNING CONVEYANCES OF REAL PROPERTY IN
VINTON COUNTY, OHIO

WE, THE VINTON CO UNTY AUDITOR AND COUNTY ENGINEER, SHALL ADOPT
THE FOLLOWING STANDARDS GOVERNING CONVEYANCES OF REAL PROPERTY
IN VINTON COUNTY.

THE COUNTY AUDITOR AND COUNTY ENGINEER MAY MODIFY THESE STANDARDS
FROM TIME TO TIME AS THEY CONSIDER NECESSARY OR DESIRABLE.

THE STANDARDS SHALL BE ADOPTED OR MODIFIED ONLY AFTER THE COUNTY
AUDITOR AND COUNTY ENGINEER HAVE HELD TWO PUBLIC HEARINGS, NOT
LESS THAN TEN DAYS APART, CONCERNING ADOPTION OR MODIFICATION OF
THESE STANDARDS.

THE STANDARDS SHALL BE AVAILABLE FOR PUBLIC INSPECTION DURING
NORMAL BUSINESS HOURS AT THE OFFICES OF THE CO UNTY AUDITOR AND
COUNTY ENGINEER.

THE TWO HEARING DATES ARE MONDAY, JULY 22, 1996 AND MONDAY, JULY
29, 1996 AT 10:00 a.m. IN THE OFFICE OF THE COUNTY COMMISSIONERS,
VINTON COUNTY COURTHOUSE, MCARTHUR, OHIO.


Barbara Radekin
VINTON COUNTY AUDITOR


Ronald M. Sharrett, P.E., P.S.
VINTON COUNTY ENGINEER

7-29-96
DATE

RESOLUTION

WHEREAS, the State of Ohio Adopted "Minimum Standards for Boundary Surveys in the State of Ohio", Ohio Administrative Code Section 4733-33, effective May 1, 1980; and adopted by the Vinton County Board of Commissioners, December 8, 1986;

WHEREAS, The State of Ohio adopted S.B. No. 158, Revised Code Section 315.251; and Revised Code Section 319.203; requires the approval of deed descriptions by the County Engineer for the county, became effective May 9, 1996;

WHEREAS, the "Requirements For Description For Deed Transfer for Vinton County" are being revised to meet Amended Substitute S.B. No. 158 as signed by the Governor;

WHEREAS, the Vinton County Engineer and Auditor held two hearings on:
_____ and _____, as required by S.B. No. 158;

THEREFORE, BE IT RESOLVED, That the Vinton County Board of Commissioners hereby adopt the attached "Requirements For Description For Deed Transfer", "Requirements For Survey Description" and "Requirements For Survey Plat" Check Lists for Vinton County, Ohio, to be effective _____.

Vinton County Board of Commissioners

David Bolender, President

Joseph White, Vice-President

Date

Delbert Perry

RESOLUTION

WHEREAS, the State of Ohio Adopted "Minimum Standards for Boundary Surveys in the State of Ohio", Ohio Administrative Code Section 4733-33, effective May 1, 1980; and adopted by the Vinton County Board of Commissioners, December 8, 1986;

WHEREAS, The State of Ohio adopted S.B. No. 158, Revised Code Section 315.251; and Revised Code Section 319.203; requires the approval of deed descriptions by the County Engineer for the county, became effective May 9, 1996;

WHEREAS, the "Requirements For Description For Deed Transfer for Vinton County" are being revised to meet Amended Substitute S.B. No. 158 as signed by the Governor;

WHEREAS, the Vinton County Engineer and Auditor held two hearings on:
September 16, 1996 and September 23, 1996, as required by S.B. No. 158;

THEREFORE, IT IS RESOLVED, That the Vinton County Board of Commissioners hereby adopt the attached "Requirements For Description For Deed Transfer", "Requirements For Survey Description" and "Requirements For Survey Plat" Check Lists for Vinton County, Ohio, to be effective September 23, 1996.

Vinton County Board of Commissioners



David Bolender, President



Joseph White, Vice-President

September 23, 1996

Date



Delbert Perry