GENERAL NOTES

1. The bearing base for this survey originated from XXX.
2. This property has an area of XXX square feet or X.XXXX acres of land.
3. This property is designated by XXX County, as Tax Map Parcel XXXXX.
4. There [was (as shown) or was no] observable evidence of cemeteries found at the time of this survey.
5. In response to Table A items 16, 17, and 18 there was no observable evidence of earth moving work, building construction or additions, no changes in right of way lines, recent street or sidewalk construction or repairs and no observable evidence of site use as a solid waste dump, sump, or sanitary landfill. Note to Drafter: Please delete #5 if not contracted in Surveyor's Table A.
6. The Property has access via XXXXXXX, which is a public right of way.
7. Interior roadways appear to be private, variable in width and unnamed, unless otherwise shown.
8. Note to Drafter: Please list any other applicable Surveyor's Notes after all of the above MKA notes have been addressed.

SCHEDULE B – TITLE EXCEPTION NOTES

This survey is based on a Title Report prepared by XXXXXXX Title Insurance Company, Commitment No. XXX, dated XXX, 2011 at XX:XX a.m.

Items not listed below are standard title exceptions and/or are not matters or issues that pertain to this survey.

(5) Insert each survey related exception with the exact corresponding title reference number. For all plottable matters, list the corresponding exception in a circle alongside the graphical depiction of the exception.

Provide an affirmative surveyor's statement (underlined) as to how the exception affects the property and if plottable (select one of the below choices).

* Affects property, as shown on survey.
* Affects property, but cannot be plotted. (Add a reason why it has not been plotted.)
* Benefits property, but cannot be plotted (blanket in nature).
* Does not affect property.

POTENTIAL ENCROACHMENT NOTES

A few reminders about formatting Potential Encroachment Notes:

A

B

C

D

* Graphically depict each potential encroachment with a corresponding letter starting with "A" in a square.
* Be sure to include the dimension of the protrusion and if the encroachment is onto subject property or into adjoining property.
* If no encroachments were observed at time of survey, remove all squares from notes section and state: No Potential Encroachments Found.
* If a zoning violation exists – please list here and alongside violation on the drawing with a corresponding letter referenced in a triangle.

ZONING NOTES

Zoned: XX – Insert Zoning District and Definition

Permitted Use Classification: XXXXXXX
Observed Use(s): XXXXXX, XXXXXX, XXXXXX
Existing site conditions appear (from outside observations) to fall within permitted uses, as listed above in the City of XXX's Zoning Regulations Section XXXX.

Zoning Regulations are subject to change and interpretation; for further information contact: City (or County) of XXXXX (phone: XXX–XXX–XXXX)
Contact's Name: XXXX XXXXXXXX (email: XXXX@XXXXXX)

Site Restrictions: (Note: If there is no restriction, label "none" or if nothing is called out in the ordinance label "n/a")

1. Minimum building setbacks:
   Front: XX (min. provided: XX)
   Side: XX (min. provided: XX)
   Rear: XX (min. provided: XX)
   (Note: All buildings upon the drawing shall be shown along with their locations defined by measurements perpendicular to the nearest perimeter boundaries.)
2. Minimum lot size: XXXX (min. provided: XXXX)
3. Minimum lot frontage: XXX (min. provided: XXX)
4. Maximum building height: XX (max. provided: XX)
5. Maximum density: (Example: max. lot coverage and min. open space – if applicable)
6. Maximum floor area ratio:

Parking Tabulation: (These notes may have to be modified as the case presents itself.)

– Regular parking space calculations are based on exterior footprint of building at ground level and are further calculated using the formula of: XXX spaces per XXX sq. ft. of floor space.

– Handicap spaces are calculated based on ADA requirements or local requirements, whichever is greater.

Please insert Handicap Parking Requirements (whichever is greater)

Total regular spaces required: XXX – provided: XXX
Total handicap spaces required: XXX – provided: XXX
Total combined spaces required: XXX – provided: XXX

FLOOD ZONE NOTE

By graphic plotting only, this property is in Zone ____ of the Flood Insurance Rate Map, Community Panel No. _____, which bears an effective date of _____ and [IS or IS NOT] in a Special Flood Hazard Area. By telephone call to the National Flood Insurance Program (800–638–6620) we have learned this community [DOES or DOES NOT] currently participate in the program. No field surveying was performed to determine this zone and an elevation certificate may be needed to verify this determination or apply for a variance from the Federal Emergency Management Agency.

Survey Prepared By:

Surveyor's Company Name
Address
City, State
Phone: Fax:
Email:

Logo XX

Surveyor's Drawing No.:	XXXXXXXX
Surveyor's Site Ref:	XXXXXXXX
Checked by: XXX	Drawn by: XXX

0 XX XX
GRAPHIC SCALE: 1" = XX'

[Remove Curve Table if not applicable]

CURVE TABLE

Curve	Radius	Length	Tangent	Chord	Bearing	Delta

Insert Bearing Base

LEGEND OF SYMBOLS & ABBREVIATIONS

[Insert All Abbreviations and All Symbols here]

[Insert Survey Drawing in This Blank Area]

Notes to Drafter:

Thanks in advance for reading the MKA Standards before starting the drafting process. Our Clients and all that view this drawing expect to see the uniformity that our standard outlines. Your drawing may be one of a hundred that is contained in this project's portfolio and the consistent format on all make it much easier for the user to find individual items of their individual interest (like: General Note #2 is always where they can find the square footage of the property, the property address always in the lower right hand corner, Surveyor's title block is always in the lower left hand corner....and so on).

MKA Standards outline such things as:

– MKA's lettering standard calls for the text style to be Romans. All note sections, legal description and certification is to be in proper grammatical format (case sensitive) text.

– Do not use a scale greater than 1 inch = 60 feet unless advance agreement is made with MKA.

– If contracted, Surveyor guarantees that all property corners have been found or set at the time of this survey.

– MKA's copyright statement must be left on the basesheet.

– Please call MKA if more than one sheet is required or if you should have any formatting questions.

– Written status/progress reports are due to MKA by the close of business every Friday.

Thanks again. After reading MKA's standards, please contact your MKA Project Manager if you have any questions or just want to touch base to let them know you have started the drawing process.

VICINITY MAP

Note: Include as many roadways as necessary to locate the site from approximate distance of several miles and include several major highway intersections. Please include street names and numbers and position in this box with the same orientation as the drawing below.

This box can be reduced in size.

LEGAL DESCRIPTION

[Recite Record Description Verbatim]

Surveyor's Description

[If a surveyor's description is deemed necessary, then please write a new legal description under this sub–header. If the sub–header is not used, then please delete.]

Being the same tract of land described in a Title Report prepared by XXX XXX Title Insurance Company, Commitment No. XXX, dated XXX XX, 2011 at X:XX a.m.

ALTA/ACSM LAND TITLE SURVEY

[Insert Project Name]
[Insert Site Reference]
[Insert Street Address]
[Insert City, State]

Surveyor's Certification

To: (To be provided by Client) and MKAssociates, Inc.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items (insert Table A Items) of Table A thereof.

The field work was completed on _____.

Date of Plat or Map: _____

Surveyor's Signature

Registered Surveyor: XXX XXXXXX
Registration Number: XXXXXXX
In the State of: XXXXXXX

[Insert Surveyor's Signature/Seal]

PROJECT NAME: XX	MKA PROJECT No.: XXXX–11–XXXX
ADDRESS: XX	CITY: XX STATE: XX

MKA
A National Land Services Group

For Inquiries Concerning This Survey Contact MKA
National Coordinators of Land Survey Services
6593 Commerce Court – Warrenton, Virginia 20187
Phone: (540)428–3550 Fax: (540)428–3560
Email: comments@mkassociates.com
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