

Cleveland Surveying News

October 2017
Issue 17 Vol. 6

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Newsletter Features

Chapter Meeting Nov. 14, 2017

Neff & Associates office

6405 York Road Parma Heights

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Chapter Delegate (no meeting held)

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Cuyahoga County Conveyance Standards
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PRESIDENTS LETTER

The PLSO Cleveland Chapter Seminar was held on Thursday Oct. 26, 2017, 6:00 to 9:00pm at BOMBA Tacos & Rum in Rocky River.

The night began with an EXCOMM meeting, in which we introduced both Scholarship recipients for that year.

Jacob La Rue and James Gally whom are both full time students. Jacob is an employee of J.C. Andrus and James works for Donald G. Bohning & Associates.

These were not the only students or S.I.'s in attendance, members and attendees brought interns & recent grads employees.

Tom Snezek made an announcement about the golf outing and asked all members to support our advertisers.

The chapter pulled names from list of attendees and gave away some chapter "Surveyor T-Shirts"

Two topics were discussed,

First: Neil Juhnke of Cuyahoga County Tax Map presented the "Proposed" Plat & Recording that are working their way thru an approval process.

His power point presentation showed the potential highlights and revisions to the standards that haven't changed since the 1990's. (30 years).

Items like paper submissions, air rights parcels, and the fate of the Cuyahoga County GIS and old recorders webpage.

Secondly, Mike Painter & Anthony Pascuzzi of Precision Laser & Instrument, Inc. presented Tips & Tricks to get more out of your data collector.

Loading drawings, DWF files, and DTM files for staking. Many a member brought their data collector to attempt these tricks at the meeting.

I heard many compliments about the Food at Bomba and the space had a lot of room for a few more members if needed.

We needed a microphone for the lecturers but all in all things were a success.

Thank you to Tim Feller for running the door, John Hoy for bring & setting up the digital projector with screen, and to all who attended from both the Askega & Firelands Chapter.

Also, thanks you to Ted Spillman of Lorain County Tax Map and Mike Bender from Geauga County Tax Map for answering questions about their counties standards as well.

Steven J. Metcalf, P.S.

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for more info:**



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alex.cherchian@leicaus.com



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Members Photo Page

The best control points are worth the wait – as seen in Cleveland.



Submit your interesting photos to the newsletter by emailing them to:

veverka.ps7513@yahoo.com

Photo from EXCOM – at Neff on Weds. (9/13/17) – was an open meeting about the Fate of Chapter.



Photo from Scott Casey –
Drainage Monument
Cuyahoga County





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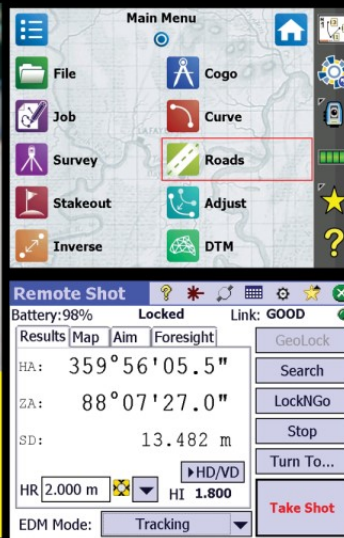
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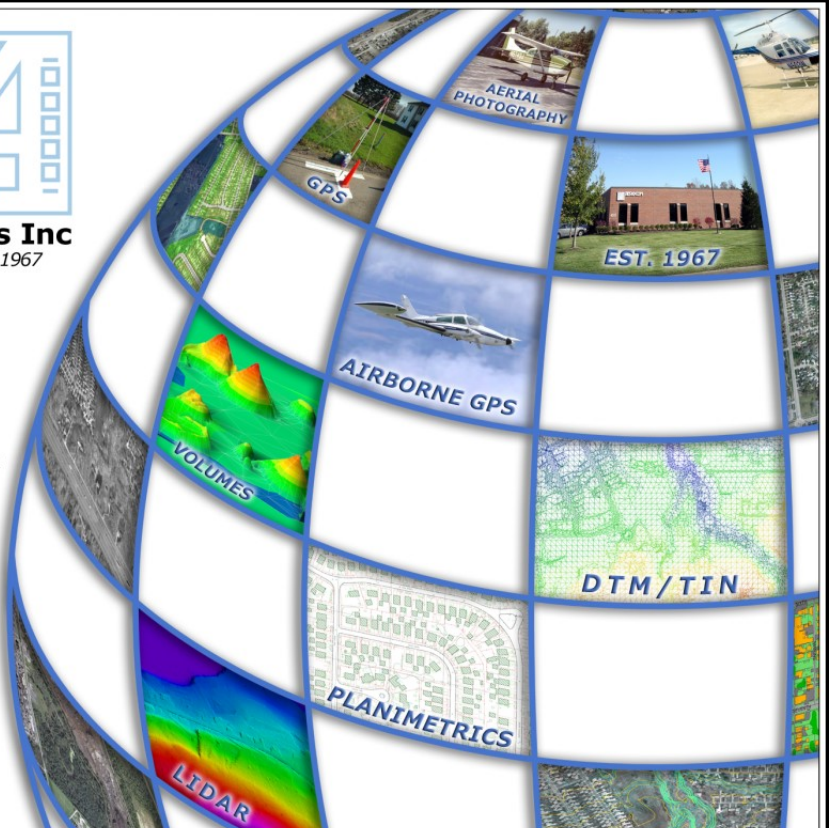
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Delegates Report

No Meeting Held.

Next State meeting is November 10, 2017

No report



George Hofmann
Delegate

IF YOUR NOT A PART OF P.L.S.O. THEN YOU ARE APART FROM P.L.S.O.

Be apart of it and get involved you will benefit along with the rest of us.

The following pages are copies of the power point program from Neil Juhnke for the **PROPOSED** Cuyahoga County conveyance standards changes.

He wanted to re-iterate these are "proposed" and will be subject to multiple approvals and reviews.

If you have any questions or comments about these, or have other recommendations.

Please submit them to Neil via Email
at.. njuhnke@cuyahogacounty.us

CUYAHOGA COUNTY DEPARTMENT OF PUBLIC WORKS

First Amendment to the Cuyahoga County
Transfer & Conveyance standards



Neil M. Juhnke, PS
October 26, 2017

CONVEYANCE STANDARDS WHAT THEY ARE AND WHY THEY'RE USED



- It is the purpose of these standards to provide Public or Private agencies as well as individuals with a comprehensive set of guide lines for the purpose of preparing and recording conveyances of real property in Cuyahoga County.



TOPICS DISCUSSED IN THIS CLASS

- Section 11 – Requirements of Conveyance by the County Engineer
- Section 12 – Requirements for Survey Plats by the County Engineer
- Section 13 – Special Applications for Condominiums
- Section 14 – Air Rights Plats
- Changes at the County Fiscal Office
- Cuyahoga County Websites



Section 11 – Requirements of Conveyance by the County Engineer



- (A) All new metes and bounds descriptions, and all plats of survey that support those descriptions, must incorporate the principles and minimum standards of good surveying, engineering and draftsmanship. They must also meet the "Minimum Standards for Boundary Surveys in the State of Ohio", as defined by [Section 4733-37](#) of the Ohio Administrative Code.
- (B) Requirements for All Recorded Lot(s) of Record
 - (1) All instruments using an abbreviated legal, sometimes known as a "Sublot Description" or conveying a recorded lot or other designation in a municipality or recorded subdivided area must designate, at a minimum; the lot number or other designation, the official recorded name of said Subdivision, the Plat Book and Page of official record reference, and the prior recorded deed reference if any exists.
 - (2) Any parcel, out lot, or portion of a recorded lot or other designation must have an accurate description to enable the County Engineer and County Auditor to determine the residue or balance left, based on existing available records. ~~If a balance or residue parcel is given a designation on a plat such as; "Parcel A" or "Sublot 2" Etc., then that parcel will be considered as part of the survey and will require all the compliance items of O.A.C. 4733-37.~~



Section 11 – Requirements of Conveyance by the County Engineer



- **(B) Requirements for All Recorded Lot(s) of Record - Continued**
 - (3) Any area being conveyed in what is commonly known as an "Unrecorded Plat "or" Unrecorded Subdivision, must have an accurate metes and bounds description. Said unrecorded document must have sufficient survey control calls to monumentation allowing an accurate analysis and closure verification, otherwise a survey must be performed.
- **(C) Requirements for Existing Metes and Bounds Descriptions of Record**
 - (1) All existing metes and bounds descriptions of record will be checked by the County Engineer to verify and identify to the County Auditor the tax parcel(s) to be conveyed.
 - (2) All existing metes and bounds descriptions of record must be described verbatim as witnessed by the instrument of previous record and transfer. ~~The recording party must provide a copy of the previous deed for this purpose.~~ Verification of compliance to previous conveyance may take up to ~~three~~ **five (5)** business days and recording parties should take this requirement into consideration when preparing documents.

SECTION 11 – REQUIREMENTS OF CONVEYANCE BY THE COUNTY ENGINEER



- **(C) Requirements for Existing Metes and Bounds Descriptions of Record - Continued**
 - (3) Any existing metes and bounds description which, since the previous conveyance, has been incorporated into a municipality or other political subdivision by means of annexation must be changed to reflect its new corporate location within the situate of the subject instrument of conveyance. There is no requirement for survey in this situation.
 - (4) All instruments of conveyance attempting to convey the remainder or balance of an existing tax parcel(s) from which outlets or exceptions exist must incorporate the following requirements:
 - (a) Each out lot or exception of the original tract(s) must be described verbatim as witnessed by the previous conveyance of record.
 - (b) Each documented exception must refer to its recorded source if any, by which it can be verified.
 - (c) All instruments of conveyance using exceptions, as established in section **5(C)** enclosed herein, to convey the balance or remainder of a tax parcel(s) must incorporate a statement identifying the tax parcel(s) and district to be conveyed, and the current taxable area as set forth on the County Auditor's tax list for the subject conveyance. (i.e., it is the intent of this instrument to convey all of Tax Parcel(s) number and district, containing acreage or footage, as shown by the County Auditor's records).

Section 11 – Requirements of Conveyance by the County Engineer



- **(C) Requirements for Existing Metes and Bounds Descriptions of Record - Continued**
 - (5) The County Engineer will make the necessary marginal notations on the instrument of conveyance, at the point of entry into the tax maps, to verify the tax parcel(s) to be conveyed.
 - (6) Legal descriptions may be submitted for pre-approval prior to the Creation of the final instrument of transfer
- **(D) Requirements for New Metes and Bounds Descriptions for Conveyance**
 - (1) All new metes and bounds descriptions, not previously recorded must be prepared by an Ohio Registered Professional Surveyor and must be in compliance with Ohio Administrative Code, [Chapter 4733-37-06](#).
 - (2) In addition, the following items shall be required:
 - (a) The situate must denote the state, county and municipality or township, Original Lot, Section and/or Tract.
 - (b) The situate must denote the recorded title and deed reference as to the tract(s) of origination.

Section 11 – Requirements of Conveyance by the County Engineer



- **(D) Requirements for New Metes and Bounds Descriptions for Conveyance - Continued**
 - (2) In addition, the following items shall be required - Continued:
 - (c) All descriptions must be referenced to an established point of beginning such as centerline intersections of streets or roads or record section and or quarter section corners or lines, or recorded subdivision perimeter corners. Said point of beginning must be further established as a well known, industry standard, permanent monument, such as an iron pin, pipe, railroad spike, or monument box of a design and style accepted by current County, State or municipal standards, which ever is applicable.
 - (d) Each course of a new metes and bounds description should be a separate paragraph, and all courses should be, when practical, be stated in a clockwise direction from the point of beginning to the point of termination for the subject description.
 - (e) Each course of a new metes and bounds description shall contain a bearing expressed in degrees, minutes and seconds and a distance recited in feet and the decimal parts thereof, from point of origination to a point of termination of each course.

Section 11 – Requirements of Conveyance by the County Engineer



- (D) Requirements for New Metes and Bounds Descriptions for Conveyance - Continued

- (2) In addition, the following items shall be required - Continued:
 - (f) Each course shall contain the names of current adjoining owners together with the recorded Deed Book and Page of Official Record for each. When a course being described adjoins a recorded platted subdivision, a call for the Plat Book and page will suffice. When the adjoining land is a Gore Strip or previously unnumbered parcel, a full explanation and notation on the plat is required.
 - (g) Each course must ~~show~~ identify all other common lines such as centerline of roads, rivers, streams, quarter or half section lines, or any other pertinent common line or record or interest as witnessed by the survey for the conveyance.
 - (h) Any course of a new metes and bounds description which is a curve must contain the direction of the curve, (right or left), the radius (in feet and decimal parts thereof), the long chord bearing and distance, the central angle and the arc length;
 - (i) All references to roads, rivers, streams, railroads, etc. must use current or existing names of record. Old or original names, enclosed in brackets, may also be shown if pertinent and related to research for the survey or as a deed call on a description.

Section 11 – Requirements of Conveyance by the County Engineer



- (D) Requirements for New Metes and Bounds Descriptions for Conveyance - Continued

- (j) All new metes and bounds descriptions must give the area contained within its perimeter in acres and calculated to a minimum of ~~three~~ four decimal places, as required by the County Auditor. If the parcel is less than one acre, than total calculated square footage is also required.
- (k) Whenever a new metes and bounds description encompasses two or more taxing districts, or two or more tax parcels, a breakdown of total area must be recited for each tax district or parcel.
- (l) All new metes and bounds descriptions will be subject to Computer verification as to the accuracy of the traverse closure. A minimum allowable traverse closure error of 1:10,000 over the area as described, with a maximum of 0.02 feet allowable in latitude and departure overall as spelled out in [O.A.C. 4733-37-04-B](#)

Section 11 – Requirements of Conveyance by the County Engineer



- (E) Compliance with Items (A),(B), (C) and (D) above shall be verified by submittal of the instrument to the County Engineer's Tax Map office for the appropriate review and approval.
- (F) Varying degrees of complexity in instruments submitted may require a more extensive review. Normally, the submitter should allow three, (3), business days for a standard instrument to be reviewed for the required compliance. Extremely large tracts of land or complex closures may require a more extensive review and the submitter is advised to submit these types of instruments as early as possible as to avoid delays at recording time.
- (G) Upon submittal of a new legal description to the Tax Map Department, a Review and Approval form will be attached to it (see [Exhibit - 3](#)). The instrument is first checked for appropriate format and parcel numbers. Secondly the instrument is reviewed for compliance to the standards established herein by a qualified technician trained in surveying related issues. A closure verification sheet may be prepared and attached to the final review.

Section 11 – Requirements of Conveyance by the County Engineer



- (H) Upon completion of the appropriate reviews, and all comments addressed and accounted for, the original of the instrument will be stamped;

"Legal Description complies with The Cuyahoga County Transfer and Conveyance Standards and is approved for Transfer".

Agent _____ Date _____

- (I) No document of conveyance will be processed by the County Auditor without the appropriate stamp, listed above, affixed to said instrument and the appropriate reviewing agent's signature thereon.

Section 11 – Requirements of Conveyance by the County Engineer



- (J) The Basis of Bearing statement on all deed descriptions to be made of record within the Cuyahoga County offices should preferably be stated with reference to a deed of record, an official record, a plat of record or a road improvement plan of record along with the bearing used. The State Plane Coordinate System, the Cuyahoga Regional Geodetic System, (C.R.G.S.), NAD 27 or NAD 83, may also be used as a Basis of Bearing only if the control monuments used along with the bearing between them are denoted in the statement. Assumed bearings may be used provided there are no bearings shown of record. Examples of acceptable Basis of Bearing statements are available at the Office of the County Engineer.
- (K) Metric Measurements

Section 12 – Requirements for Survey Plats by the County Engineer



- (A) All new plats of survey must incorporate the principles and minimum standards of good surveying, engineering and draftsmanship, and must meet the "Minimum Standards for Boundary Surveys in the State of Ohio" as defined by Section 4733-37 of the Ohio Administrative Code.
- (B) All parcels being affected by the changes on the plat must show the existing underlying parcel lines and have the current owners name together with the permanent parcel number, the recorded Deed Book and Page or Auditor's File Number (AFN) of Official Record shown on the plat.
- ~~(B)~~ (C) Any parcel, out lot or portion of a recorded lot or other designation shown on a plat, must have an accurate, fully dimensioned image drawn to scale on the plat to enable the County Engineer and County Auditor to determine the accurate area of said parcel. If a balance or residue parcel is given a designation on a plat such as; "Parcel A" or "Sublot 2" etc., then that parcel will be considered as part of the survey and will require all the compliance items of O.A.C 4733-37. If the balance or residue parcel was not surveyed then it should be labeled "Residual" on the plat (From B2 of Section 11).

SECTION 12 – REQUIREMENTS FOR SURVEY PLATS BY THE COUNTY ENGINEER - CONTINUED



- ~~(C)~~ (D) All new parcels shown on a plat must be referenced to an established point of beginning such as centerline intersections of streets or roads or record section and or quarter section corners or lines, or recorded subdivision perimeter corners. Said point of beginning must be further established as a well known, industry standard, permanent monument, such as an iron pin, pipe, railroad spike, or monument box of a design and style accepted by current County, State or municipal standards, which ever is applicable.
- ~~(D)~~ (E) Each course of a new parcel shown on a plat must contain a bearing expressed in degrees, minutes and seconds and a distance recited in feet and the decimal parts thereof, from point of origination to a point of termination of each course.
- ~~(E)~~ (F) Each new parcel must show the names of current adjoining owners together with the recorded Deed Book and Page of Official Record **and permanent parcel number** for each. When a **new parcel course being described** adjoins a recorded platted subdivision, a call for the plat volume and page will suffice.

Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- ~~(F) All adjoining metes and bounds parcels will require the current Auditor's permanent parcel number to be shown on the plat. If that parcel number has changed due to the length of time between the research and field survey being performed and the time of submittal for review, the parcel numbers at the time of the survey will suffice.~~
- (G) Each course must show all other common lines such as centerline of roads, rivers, streams, quarter or half section lines, or any other pertinent common line or record interest as witnessed by the survey and used for establishment of the boundaries therein.
- (H) Any course of a new parcel or a course tied to a new parcel which is a curve must **contain the direction of the curve, (right or left)**, the radius (in feet and decimal parts thereof), the long chord bearing and distance, the central angle and the arc length.
- (I) All references to roads, rivers, streams, railroads, etc. must use current or existing names of record. Old or original names, enclosed in brackets, may also be shown if pertinent and related to research for the survey or as a deed call on a description.

Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- (J) All new parcels shown on the plat must give the area contained within its perimeter in acres and calculated to a minimum of ~~three~~ four decimal places, as required by the County Auditor. If the parcel is less than one acre, ~~than~~ then the total calculated square footage is also required.
- (J-1) All new parcels shown on the plat must have a Parcel Designation (Parcel "A", Lot 1, etc.). Transfer parcels or split parcels should not have a parcel designation. Legal descriptions for split parcels should be written in metes and bounds.
- (K) Whenever a new parcel on a plat encompasses two or more taxing districts, or two or more tax parcels, a breakdown of total area must be recited for each tax district or parcel.
- (L) All new parcels on a plat will be subject to computer verification as to the accuracy of the traverse closure. A minimum allowable traverse closure error of 1:10,000 over the area as described, with a maximum of 0.02 feet allowable in latitude and departure overall as spelled out in O.A.C. 4733-37-04-B. If permanent easements are fully dimensioned on the plat, they also shall be subject to closure verification if deemed necessary.

Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- M Quality of Document - The County Engineer will approve no plat unless the plat presented to the County Engineer meets the following requirements:
 - 1 - Original required -
If the plat is to be recorded, the plat must be an original drawing on vellum, paper or mylar. It must have the original signature(s) of the current owner of record, accepting such plat by appropriate acceptance clause.
 - 2 - Document size -
The maximum size for any plat shall be ~~36 by 42 inches~~ 24" x 36". The minimum size shall be ~~11 by 17 inches~~ 12" x 18". The plat should allow enough room for County approval stamps.
 - 3- Text size -
No text on a plat shall be less than a 12 Font size or 1/8th of an inch in height. ~~1/10th of an inch in height, (Leroy 100), or greater.~~ This requirement includes hand written plats and the only exception shall be for the signatures shown thereon.
 - 4- Text quality -
All typed or computer drafted text on a plat shall use Roman, Courier or Aerial type text fonts. Hand printed lettering must be completely legible.

•Section 12-M Quality of Document - Continued



- 5 - Cut and Paste on Plats -
No plat shall have cut and pasted text attached to said plat.
- 6 - Corrections shown on a plat -
Erasures of any kind on a plat are not recommended. Rather, corrections should be made by lining through the incorrect passage and writing the correct passage above said text or noting the correction with an asterisk indicating the correction at the bottom of the plat. The use of a revision block in the lower right hand corner of the plat is also recommended. A revision block, when used, should contain the date, reason for the revision, and the initials of the reviser, at a minimum.
- 7 - Signatures -
All signatures on a plat shall be original, in black or (preferred) blue ink. No red ink will be permitted, as this color may not reproduce clearly. **All signatures shall have the printed name of the person signing and their title if signing on behalf of a business under the signature.**
- 8 - Witnesses and Notary -
The number and nature of witness signatures shall comply with O.R.C. minimum standards for such plats. Notary seals shall be in permanent black ink or of the raised embossed crimped type.

Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- (N) Compliance with Items (A) through (M) above shall be verified by submittal of the plat to the County Engineer's Tax Map office for the appropriate review and approval.
- (O) Varying degrees of complexity in plats and subdivisions submitted may require a more extensive review. Normally, the submitter should allow ~~three (3)~~ **five (5)** business days for a standard instrument to be reviewed for the required compliance. Extremely large tracts of land or complex closures may

Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- (P) Upon submittal of a new Plat or Subdivision to the Tax Map Department, a Review and Approval form will be attached to it. (See Exhibit - 4).
- 1 - The instrument is first checked for appropriate format and parcel numbers.
- 2 - Secondly the instrument is reviewed for compliance to the standards established herein by a qualified technician trained in surveying related issues.
- 3 - A closure verification is established. Note: A closure printout sheet may be prepared and attached to the final review.
- 4 - Verification of the appropriate governmental and/or municipal approvals that may be required is checked.
- 5 - Verification of the proper acceptance of the owners, witnesses and Notarization is checked for.
- 6 - When applicable, the acceptance of utility easements associated with the plat is verified.



PLAT REVIEW
CUYAHOGA COUNTY
TAX MAP DEPARTMENT

THIS REVIEW IS TO VERIFY COMPLIANCE WITH O.R.C. 4733-37 AND THE CURRENT CONVEYANCE STANDARD REQUIREMENTS FOR PLATS, SURVEYS AND LEGAL DESCRIPTIONS.

TITLE: _____

LOCATION MUNICIPALITY: _____

P.P.N.: _____

Streets: _____

Contact Name: _____ Phone: _____

Received in Tax Map: _____ By: _____

Preliminary Review Date: _____ Reviewing Agent: _____

APPROVED AS SUBMITTED BY: _____ DATE: _____

APPROVED AS NOTED BY: _____ DATE: _____

☐ 1st Submittal ☐ 2nd Submittal ☐ 3rd Submittal

☐ - SEE MARKED UP PLAT ☐ - SEE COMMENTS BELOW

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PLAT CHECKLIST

City Approvals	Plat Does Not Need City Approval if it is Taking and Leaving More Than 5 Acres
Check Ownership	Check MVP: MVP and Plat Must Be Identical
Owners Signatures	Print Name Under Signature
If Co., Need Title Of Person Signing Plat	
Notary & Seal	
Text Size	No smaller than 1/10 of an inch
Compare With Map Book	
Accurate Plat Title	Check for correct PP#, Correct Purpose of Plat, i.e. Lot Split or Consolidation, etc., County, City, And O.L. #
Tie Down	Centerline/Original Lot Or Recorded Subdivision
Parcel Designation	
Bearings and Distances on Each Course	Including Centerline Curve Data: Needs Distance, Radius, Chord And Bearing
Size Condition Of Pins If Set Or Found At Perimeter Corners	
Owner's Name with Vol. & Pg. or AFN of Deed and Parcel Numbers	On Each Parcel Involved In Survey and Adjoining Parcels
Area of Parcels Involved	Acreage and/or Sq. Footage
North Arrow	
Graphic Scale	
Surveyors Signature and Seal, Certification With Basis of Bearing	
Check Closure 0.02	

Page | 2

Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- (Q) Upon completion of the appropriate reviews, and all comments addressed and accounted for, the original of the instrument will be stamped:

"This Survey Plat complies with Cuyahoga County Conveyance Standards and is hereby approved".

Plat Vol. _____ Pg. _____

T.M. _____ Pg. _____

Agent _____ Date _____



Section 12 – Requirements for Survey Plats by the County Engineer - Continued



- (R) No Map of Survey, Plat or Subdivision will be processed by the County Auditor without the appropriate stamp, listed above, affixed to said instrument and the appropriate reviewing agent's signature thereon.
- (S) The Basis of Bearing statement on all plats should preferably be stated with reference to a deed of record, an official record, a plat of record or a road improvement plan of record along with the bearing used. The State Plane Coordinate System, the Cuyahoga Regional Geodetic System, (C.R.G.S.), NAD 27 or NAD 83, may also be used as a Basis of Bearing only if the control monuments used along with the bearing between them are denoted in the statement. Assumed bearings may be used provided there are no bearings of record readably available. Examples of acceptable Basis of Bearing statements are available at the Office of the County Engineer.
- (T) Metric Measurements



• Section 13 – Special Applications for Condominiums



- (A) All Condominium plats and associated declarations shall be prepared in accordance with applicable [O.R.C. 5311 - "Condominium Property"](#).

Links:

Cuyahoga County GIS

<http://myplace.cuyahogacounty.us/>

Cuyahoga County Plat Search and Download

<http://fiscalofficer.cuyahogacounty.us/en-US/PlatSearch.aspx>



Section 14 – Air Rights Plats



- Air Rights Defined - An “Air Rights” parcel involves the conveyance of fee simple title to a three dimensional space located at a precisely defined location.
- (A) The Air Rights plat shall contain a full boundary survey of the property with building tied downs and shall bear the certified statement of a registered professional land surveyor.
- (B) All Air Rights Plats shall contain a full metes and bounds description for each air rights parcel being created on the plat. The description shall include the vertical and horizontal representation of the air rights parcel.
- (C) A reference benchmark shall be set at a prominent position within close proximity to the subject land being described. The reference benchmark must also be shown and referenced to the boundary of the subject land on the plat of survey.
- (D) All elevations must be on the North American Vertical Datum of 1988, also known as NAVD88, expressed in feet and decimal parts thereof and to the nearest hundredth of a foot. All elevations derived from Global Positioning System Technology must also reference the geoid used. Each description of Air Rights Parcel shall contain notations of the intent for what each elevation represents (i.e. the top of the finished first floor).

Cuyahoga County GIS

<http://myplace.cuyahogacounty.us/>



Cuyahoga County Plat Search and Download

<http://fiscalofficer.cuyahogacounty.us/en-US/PlatSearch.aspx>


A screenshot of a web browser displaying the "Plat Search" page of the Cuyahoga County Fiscal Officer's website. The page has a header with navigation links: GOVERNMENT, RESIDENTS, VISITORS, BUSINESS, A-Z DIRECTORY, and ONLINE SERVICES. Below the header is a banner with the Cuyahoga County logo and the text "TOGETHER WE THRIVE". The main content area is titled "Plat Search" and includes three search options: "Search by AFN Number", "Search by Page and Volume", and "Keyword Search". The "Search by AFN Number" option is selected, showing a text input field for "AFN Number: Insert AFN Number" and a "Search" button. Below the search area, there is a link to a "PROPERTY RECORDS INQUIRY FORM" and contact information for the Cuyahoga County Administrative Headquarters. The footer contains various links like "Public Records Policy", "Privacy Policy", "Social Media Policy", "Accessibility Statement", "Disclaimer", "County Home Page", "A-Z Service Directory", "Contact Us", "FAQs", and "Terms of Use". The browser's address bar shows the URL "fiscalofficer.cuyahogacounty.us/en-US/PlatSearch.aspx".

General Deed Search

<https://recorder.cuyahogacounty.us/searchs/generalsearchs.aspx>



A screenshot of a web browser displaying the "General Deed Search" page of the Cuyahoga County Recorder's website. The page has a header with navigation links: Home, Search Database, Property Alert, and Fiscal Office. The main content area is titled "Search Criteria" and includes several search options: "Specify a Particular Document" (with fields for "AFN:" and "Book:"), "Or Enter Document Information" (with fields for "Enter Recording Date:" and "to"), "Optionally Enter Party" (with fields for "Last Name:", "First Name:", and "Company Name:"), and "Optionally Specify Document Types (up to 5)". Below these options are five dropdown menus, each set to "All Type". At the bottom, there is a "Sort Query By" dropdown set to "Recorded Date" and a "Begin Search" button. The browser's address bar shows the URL "recorder.cuyahogacounty.us/searchs/generalsearchs.aspx".

NEW PLAT DATA SHEET.pdf - Adobe Reader

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Tools Sign Comment

1 0 of 2 82%

 PLAT DATA SHEET

Plat Title: _____

Plat Type: _____

Municipality: _____

Township: _____

Parent Parcel Numbers: _____

Number of New parcels created: _____

Number of deeds filed with plat: _____

Plat Size: _____

Date Filed: _____

Recorder's Fee: _____

New Parcels

Parcel Name/Sublot:	New Permanent Parcel Number:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Reminder....

These changes are **"proposed"** and will be subject to multiple approvals and reviews.

TO THE MEMBERS OF THE CLEVELAND CHAPTER of PLSO

I HAVE BEEN CONTACTED BY OUR LONG TIME MEMBER AND FRIEND RICK ZIEGMAN WITH A REQUEST FOR ASSISTANCE WITH LIQUIDATING HIS OFFICE AND SURVEYING EQUIPMENT.

YOU MAY ALL REMEMBER HE HAD BEEN THE PRINCIPAL FORCE WITH HIS FIRM "SITE CONSULTANTS" THAT WAS LCOATED IN LAKEWOOD, OHIO FOR WELL OVER 30 YEARS.

HE HAS NOW DECIDED TO CLOSE DOWN HIS OFFICE CURRENTLY LOCATED AT THE OPERATIONS CENTER OF SUNSET MEMORIAL CEMETERY IN N. OLMSTED.

I SPENT SOME TIME AT HIS OFFICE INVENTORING WHAT HE HAS AND PHOTOGRAPHING THE MAJOR EQUIPMENT HE HAS IN STOCK.

BELOW IS A SHORT LIST OF THOSE KEY ITEMS THAT YOU MAY CONSIDER FOR ACCQUISTION?

HE HAS ASKED ME TO ACT IN HIS BEHALF TO FACILITATE ANY DISPURSEMENT OF HIS EQUIPMENT AND HAS FURTHER OFFERED TO DONATE HIS RECORDS TO THE P.L.S.O DATA BANK.

NO:	ITEM:	MODEL #
ONE	SCHONSTEDT METAL DETECTOR	
TWO	EQUIPMENT TRIPODS	
ONE	FLAT TELESCOPING LEVEL ROD	
ONE	ROUND TELESCOPING LEVEL ROD	
TWO	LINKER RODS and PRIZM POLES	
ONE	TOPCON TOTAL STATION	GTS 303
ONE	TOPCON AUTOMATIC LEVEL	AT-F2
ONE	SECTRA-PHYSICS LASERPLANE	
ONE	"PEANUT PRIZM" SET-UP	
ONE	TRIPLE MIRROR SET-UP WITH CASE	
ONE	SINGLE MIRROR SET-UP WITH CASE	
ONE	TRIBRACH BRACKET	SECO
ONE	OPTIMA N2 SINGLE PRIZM SET-UP	
ONE	1.5 AMP BATTERY CHARGER	SEARS
TWO	CRAFTSMAN TOOLBOXES	
ONE	DRAFTING LAMP	
TWO	DRAFTING TABLES	
ONE	L-SHAPE STEEL OFFICE DESK	
TWO	FOUR-HIGH LEGAL SIZE FILE CABINETS	
TWO	TWO-HIGH LEGAL SIZE FILE CABINETS	
ONE	PEDISTAL 20" FAN	
MISC.	LEROY LETTERING SET, DRAFTING EQUIPMENT, OFFICE SUPPLIES, RAPIDOGRAPH PEN SET, DRAFTING CHAIR, CADDLINER AND DRAFTING MACHING	

CONTACT: TOM SNEZEK, P.S. 216-385-6791 or dadsurv@hotmail.com

Cleveland Chapter & State 2017 Schedule

Dates, times and locations subject to change, emails will be sent out with notification of any changes

Friday, January 13 - State PLSO Executive Meeting

Thursday - January 26, 2017 – Cleveland Chapter Annual General Meeting and installation of officers

February 15-18, 2017 PLSO State conference in Annual Conference, Kalahari, **Sandusky, Ohio**

Friday, March 10 – State PLSO Executive Meeting

Tuesday, March 14 – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 3/17/17)

Friday, April 14 – State PLSO Executive Meeting

Tuesday, April 18 – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 4/21/17)

April STATE CPD Workshop (date and location TBA)

May 18 – Cleveland Chapter General Meeting & CPD

Friday, May 12 – State PLSO Executive Meeting

Tuesday, May 16 – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 5/19/16)

May STATE CPD Workshop (date and location TBA)

Friday, July 14 – State PLSO Executive Meeting

July (TBA) - Clev. Chapter Education Recognition Meeting (newsletter deadline 7/21/17)

Friday, September 8 – State PLSO Executive Meeting

Tuesday, Sept. 12 – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 9/15/16)

October 12-13 - PLSO State Fall Seminar Hilton Polaris, **Columbus, Ohio**

Tuesday, Oct. 17 – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 10/25/16)

Nov. (TBA) – Cleveland Chapter General Meeting & CPD

Friday, November 10 – State PLSO Executive Meeting

Tuesday, Nov. 14 – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 11/19/17)

Friday, December 9 (tentative) – State PLSO Executive Meeting

Tuesday, Dec. 12 (if needed) – 6 p.m. Cleveland Chapter Executive Meeting (newsletter deadline 12/15/17)

Friday, January 13, 2018 – State PLSO Executive Meeting

2017 State PLSO Officers

President—Charles R. Harkness, PS, Muskingum Chapter

Secretary—Brian Bingham, PS, Central Ohio Chapter

President –Elect—Curt Deibel, PS, Tuscarawas Valley Chapter

Treasurer—Josh Mehilicic, PS, Miami Valley Chapter

Imm. Past Pres.—Kenneth Taylor, PS, Toledo Chapter

NSPS Director—Robert L. Akins, PS, Tuscarawas

Valley Chapter