



City of Laguna Beach

Community Development
Department

INFORMATION GUIDE FOR

Site Survey Requirements

Purpose

Land is one of California's most valued and cherished assets. The location and configuration of land is derived from land surveys, which employ survey monuments to physically mark the location of property boundaries. Therefore, survey monuments are vital evidence of property boundaries and critical infrastructure, enabling property to be peacefully enjoyed, further developed, and conveyed with certainty.

A licensed land surveyor or registered civil engineer must establish the location of the property corners. The property monuments must be verified or re-established with a corner record or record of survey if found missing or destroyed. Contractors need guidance from the surveyor before and during construction to ensure they build and excavate in the proper locations. The availability of precise, accurate, and complete data can help prevent a project from experiencing complications and unnecessary costs and time delays.

Description of Requirements

- A. A site survey including elevations and boundary is required for the following types of projects:
 - New construction
 - Building addition when required by the Zoning or Building Division due to proposed height of addition or proposed location in relation to the property line.
- B. Property corners along the sides of the property that adjoin a building addition are required to be monumented prior to foundation inspection.
- C. Property corners are required to be monumented prior to starting construction of a masonry and wood fence unless an agreement is signed by the property owner on both sides of the property line.

The minimum requirements for the site survey drawing for new construction are as follows:

1. Show north point and scale.
2. Show location and description of all corner monuments.
3. Show and identify all property lines. Dimension length and specify bearing.
4. Show driveway, curb and gutter, and all existing site improvements (structures, walls, planters, stairs, etc.).
5. Identify all finish surface materials.
6. Provide a legend for all symbols used.
7. Locate all trees in public-right-of-way facing or within 20 feet of the subject property, power poles, utility boxes, etc.
8. Show center line of street and dimension width or $\frac{1}{2}$ width.
9. Provide an on-site bench mark elevation near one of the front property corners. For sites within the special flood hazard areas, use the elevation as determined from an Orange County benchmark. Specify datum of benchmark (NGVD29 or NAVD88).

10. Provide relative elevations at the following locations for new construction:

- (a) All property corners.
- (b) Around existing structures(s) at corners, including corners at jogs of exterior walls.
- (c) At interior finish floor elevations.
- (d) At bottom of all site walls. Indicate wall height.
- (e) At bottom of elevated planters. Indicate planter height.
- (f) A maximum spacing of 25' along the length and width of the property on all sides of an existing structure.
- (g) Elevation contours for sloping sites every one foot elevation change.
- (h) Three elevations equally spaced in the side yard of adjacent properties.
- (i) Three elevations along the flow line in gutter and alley adjacent to site.
- (j) "Survey reference elevation" to be used for roof elevation by architect.
- (k) Show all easements.

Site improvements such as retaining walls, exterior fireplaces, patio covers, or gazebos, unless waived by the Building Official must comply with the following requirements:

1. Property corners must be based on found record corner monuments or must be replaced with a corner record or record of survey filed with the Orange County Surveyor.
2. Foundations set along property lines must be "Certified" by a licensed land surveyor or licensed civil engineer.
3. Any structure built within a view corridor must be surveyed for elevation.

For masonry walls and wood fences built on the property line, a survey would not be required if each neighbor signs a property line agreement (Request to Waive Survey Requirement) form.

Property corners to be monumented by a licensed land surveyor or registered civil engineer authorized to perform land surveying by the State Board of Professional Engineers and Land Surveyors (Pre-1982 with numbers prior to 33,966).

The land surveyor or civil engineer must submit a "Corner Record" or "Record of Survey" to the County Surveyor if a new monument is replaced or re-established. Evidence of the "Record of Survey" submittal must be provided to the Building Inspector at or prior to the foundation inspection.