# Survey Reading Checklist

Commitment Number: _____ Date of Review: _____Reviewer: _____

Survey Site Address: _____

Survey Company: _____ Survey Date: _____

Surveyor's Job Number: _____

**<u>Section I</u> - Schedule "A" Legal Description**

1. Does the number and effective date of the commitment on the survey match that of the supplied commitment?
☐ Yes ☐ No
Note _____

2. Is the description on the survey the same description, word-for-word, as that contained in the commitment?
☐ Yes ☐ No
Note _____

3. Is the legal contained in the commitment the same as identified on the survey?
☐ Yes ☐ No (Note differences below).
☐ Unable to Verify
Note _____

4. If there is an As-Surveyed legal description, does it match the survey drawing?
☐ Yes ☐ No (Note differences below).
☐ Not applicable or Unable to Verify
Note _____

5. If an As-surveyed description listed on the drawing, does the survey drawing note the record and measured calls.
☐ Yes ☐ No
☐ Not Applicable or Unable to Verify

6. Does the commitment legal description (and As-Surveyed description, if applicable) close as written?
☐ Yes ☐ No
☐ Not applicable or Unable to Verify

7. Does the acreage created from calculating closure of the commitment legal description (or As-Surveyed description, if applicable) match the acreage as noted on the survey?
☐ Yes ☐ No
☐ Not applicable or Unable to Verify
Note _____

8. Is there additional property shown on the survey, not described in the current commitment?
☐ Yes ☐ No
Note _____

## CDS Survey Reading Checklist Cont.

9. If the subject property is made up of multiple tracts, verify the property is contiguous. State which boundaries are contiguous.

☐ Yes ☐ No
☐ Not applicable.
Note _____

**Section II - Schedule "B" Listing**

1. Are all survey related easements, rights-of-way, and similar exceptions from Schedule B-II of the commitment listed on the survey?

☐ Yes ☐ No
Note _____

2. Are the Schedule B items on the survey listing noted as to whether they apply and affect the property or not?

☐ Yes ☐ No
Note _____

3. Does the survey note any missing, illegible, unlocatable, etc. documents?

☐ Yes ☐ No
Note _____

4. Are there any Schedule B items noted as "Does Not Affect Subject Property" or equivalent?

☐ Yes ☐ No
Note _____

5. Are the Schedule B items noted as being graphically depicted on the survey drawing actually graphically depicted on the survey drawing?

☐ Yes ☐ No

6. Are there any easements noted on the survey drawing that are not reflected in Schedule B?

☐ Yes ☐ No
Note _____

**Section III - Certification**

1. Is the survey certified to the same title company that the commitment was provided?

☐ Yes ☐ No
Note _____

2. Is the certification the 2016 ALTA/NSPS certification?

☐ Yes ☐ No

3. Does the survey bear any additional certifications?

☐ Yes ☐ No
Note _____

# CDS Survey Reading Checklist Cont.

**Section IV - Encroachments**

1. Are there any encroachments onto the subject property by improvements located on the adjoining land?
☐ Yes ☐ No
Note _____

2. Are there any encroachments onto the adjoining land by improvements located on the subject property?
☐ Yes ☐ No
Note _____

3. Are there any encroachments of buildings or other structures onto or over easements?
☐ Yes ☐ No
Note _____

4. Are there any utilities located on survey drawing that do not fall within an easement or right-of-way of record as referenced in Schedule B?
☐ Yes ☐ No
Note _____

5. In the Surveyor's note, or anywhere else on the survey, is there noted any issue regarding any interest or claim of interest in and to the land by reason of _____.
☐ Yes (Describe and list reason if given.) ☐ No
Note _____
_____

6. In the Surveyor's note, or anywhere else on the survey, is there noted any evidence of Obvious Uses of the Land by Others?
☐ Yes (Describe below.) ☐ No
Note _____
_____

7. Note below any other issues to be excepted from title, such as gaps, overlaps, snow notes, areas under construction, party walls without agreements, etc.
☐ None found ☐ Items listed below
Note _____
_____
_____

**Section V - Access**

1. Does the subject property have direct access to a public right-of-way?
☐ Yes, there is direct access to (name of public road(s)) ☐ No

2. Does the subject property have access to a public right-of-way via an easement over land of others?
☐ Yes, access via easement over private (drive/road/street etc.as noted). ☐ No
Note _____
_____
_____

3. Subject property does not appear to have any legal access to a public right of way.
☐ Lack of Access

# CDS Survey Reading Checklist Cont.

**Section VI** - **Water Boundaries**

1. Does the subject property contain or abut a body of water?
☐ Yes ☐ No

2. Does the subject property contain or abut a wetland or conservation area?
☐ Yes ☐ No

3. What is the Flood Zone noted as on the survey?
☐ There is no Flood Zone information noted on the survey.
☐ The Flood Zone is noted as _____.

4. Does any portion of the subject property lie within a special flood hazard area?
☐ Yes ☐ No

5. Are there any improvements within a special flood hazard area?
☐ Yes ☐ No
Note _____

**Section VII** – **Zoning**

1. What is the Zoning District noted as on the survey?
☐ There is no Zoning District noted on the survey.
☐ The Zoning District is noted as _____.

2. Are there any buildings or structures over setback lines per zoning or recorded plat? Also note critical area or wetland setback violations.
☐ Yes ☐ No
☐ Unable to determine, setbacks are not depicted on the survey drawing.
Note _____

3. Do the building heights noted on the survey comply with the zoning height restrictions?
☐ Yes ☐ No
☐ Unable to determine, height requirements are not noted on the survey.

4. Compare parking spaces shown on survey vs. parking requirements reported in the Zoning note. Are the spaces shown sufficient to meet the zoning requirements reported?
☐ Yes ☐ No
☐ Unable to determine, parking requirements are not noted on the survey.
☐ Unable to determine, parking requirements contingent upon information not supplied by survey.

**Section VIII - Overview**

Please note any other discrepancies not covered within the checklist above (if any).
Note _____
_____
_____