
	Land Use Services Building and Safety Division Information Bulletin	Number: IB-0006
		Code References: 2019 CBC 2019 CRC
Building Official Signature: 		Original Effective Date: November 30, 1980
Subject: Property Survey Requirements		Updated: January 1, 2020

1.0 PURPOSE

The purpose of this Information Bulletin is to specify the cases for which a property survey may be required.

2.0 HISTORY

Original Effective Date: November 30, 1980; Updated: January 1, 2020

3.0 POLICY/PROCEDURE

General Guidelines

- A. Whenever existing lot corner monuments cannot be found or property lines cannot be verified, a survey will be required in the following cases:
 - 1. All mountain lots.
 - 2. When construction will take place less than 5 feet from the property line.
 - 3. Where the owners of adjacent properties are in dispute of the property line location.
 - 4. When other unforeseen circumstances warrant a survey as determined by the Building Official.
- B. The foundation inspection will only be made after all property lot lines have been established and the required building setbacks have been verified by a licensed professional engineer or surveyor. It is the responsibility of the permittee (owner, contractor) to obtain the survey, and have it reviewed and approved by Building & Safety prior to the foundation inspection.
- C. All surveying work shall be performed by one of the following:
 - 1. A California Licensed Land Surveyor, or
 - 2. A California Licensed Civil Engineer registered prior to January 1, 1982, and in accordance with the requirements of the Professional Engineers Act.
- D. All survey documentation shall be sealed, signed and dated by the California licensed or registered professional and will be scanned and attached to the permit file.
- E. The Regional Building Inspector Supervisor may waive the survey requirement. If waived, the reason shall be documented in the permit record.