

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
FEDERAL HOUSING ADMINISTRATION
SURVEY INSTRUCTIONS AND CERTIFICATEOMB No. 2502-0010
(Exp. 7/31/87)

A survey to be acceptable to the FEDERAL HOUSING ADMINISTRATION for closing must be prepared by a registered Surveyor or Engineer in U. S. Standard of Measurements and must be a "Transit" survey showing current conditions and not a "Compass" survey. Preference will always be given to surveys showing bearings referred to true north but all surveys which show bearings must designate the meridian referred to whether true, magnetic or arbitrary and if true meridian is not used approximate deflection must be noted on the plat. Plat must show arrow pointing North and give scale of distances.

BOUNDARIES

1. The Survey must indicate the boundary lines by course and dimension and their physical character whether fence, wall, water-course, highway, etc., and if no physical evidence of boundaries exists, such fact must be noted. All stakes or other monumentation must be shown. Any material variations from the record lines by fences, walls or structures, whether on the property surveyed or adjoining, must be shown, with the extent of such variations. If any of the boundaries or lines of record coincide with lot or property lines on any filed map, or are adopted from previous Surveys, whether by the same Surveyors or otherwise, such facts should be shown on the plat. The Surveyor is required to check the descriptions of adjoining properties, when furnished to him, and to show the extent of any variations between the boundaries as stated therein and those of the property surveyed.

**EASEMENTS
RIGHTS OF WAY
CEMETERIES, ETC.**

2. The Surveyor must indicate any easements, public utilities, water courses, drains, sewers, roads, paths or trails crossing the property, the closing or changing of which might affect the rights of others, whether legal or assumed, or result in damage to the property or the owner. He must also show any existing cemetery or burying grounds on surveyed or adjacent property.

**STREETS AND
ALLEYS**

3. Names of streets and alleys must be shown with the DISTANCE from the nearest corner to BEGINNING POINT of property surveyed. Width of street and sidewalk in front or at side of premises shall be shown with width of alley in rear or side of premises. Curbs and pavements must be shown.

PARTY WALLS

4. The nature, character, location and width of all walls on or near boundary lines must be shown. Show all projections beyond face of wall and indicate the portion of wall on the property and any portions on adjoining property and whether subject to beam rights. The thickness of walls throughout entire length must be shown. If building on premises uses any wall of adjoining premises, this condition must also be shown and explained. The same requirements apply where conditions are reversed.

**ADJOINING OWNERS
AND LOT NUMBERS
ENCROACHMENTS**

5. Indicate on Survey the names of adjoining owners on all sides of the property surveyed. Lot and block numbers of the property surveyed and of adjoining lots must be shown.

6. Encroachments of buildings and of structural appurtenances, such as fire escapes, bay windows, etc., by or on adjoining property, or on abutting streets, must be indicated with the extent of such encroachments.

**BUILDING AND
LOT LINES**

7. All buildings on property must be shown with dimensions and relation to lot and building lines. If conditions in chain of title or zoning ordinances require buildings to be set back specified distances from street or property line, the required setback line must be shown and the survey must show MEASURED DISTANCES from said building to said line.

AREA CONTIGUITY

8. Show area of the property in square feet and acres.

9. If survey comprises several parcels, show interior lines and facts sufficient to insure contiguity. Furnish a consolidated description. All strips or acres must be shown with dimensions.

CERTIFICATES

10. All maps must show City or Town and State where premises located with such other notations as will accurately locate and identify property surveyed. The certificate thereon must be dated as of date Survey was made, signed by Surveyor, and be to the effect that the Survey was actually made on the ground as per record description and is correct; that there are no encroachments either way across property lines except as shown.

The certificate should be addressed, to wit: "To all parties interested in title to premises surveyed."

In addition to the certified map of the Survey, the Surveyor is required to fill out the report on the reverse side hereof, entitled "Surveyor's Report."

4561.1

Appendix 13

SURVEYOR'S REPORT

(To Be Filled Out and Signed With All Surveys)

INSTRUCTIONS: Answer each item. If there is not sufficient space for answers, use a separate sheet. Signatory should give the result of his visual observation plus any additional information of which he has knowledge. In all cases where there are encroachments, support easements, party walls, etc., they should also be denoted upon the map of your survey.

TO: FEDERAL HOUSING ADMINISTRATION

THIS IS TO CERTIFY, That on _____, 19____, I made an accurate Survey of the premises standing in the name of _____ situated at _____

City

County

State

known as street numbers _____ and shown on the accompanying Survey entitled:

I made a careful inspection of said premises and of the buildings located thereon at the time of making such survey, and again on _____, 19____, and on such latter inspection I found said premises to be in possession of _____
(Tenant) or (Owner)

I further certify as to the existence or non-existence of the following at the time of my last inspection:

1. Rights of way, old highways or abandoned roads, lanes or driveways, drains, sewer or water pipes over and across said premises: _____

2. Springs, streams, rivers, ponds or lakes located, bordering on or running through said premises: _____

3. Cemeteries or family burying grounds located on said premises: _____

4. Telephone, telegraph or electric power poles, wires or lines located on, over-hanging or crossing said premises: _____

5. Disputed boundaries or encroachments. (If the buildings, projections or cornices thereof or signs affixed thereto, fences or other indications of occupancy encroach upon adjoining properties or the like encroach upon surveyed premises, specify all such): _____

6. Are there any indications of building construction, alterations or repairs within recent months? _____

7. Building or possession lines. (In case of City or Town property specify definitely as to whether or not walls are independent walls or party walls and as to all easements of support or "Beam Rights." in case of country property report specifically how boundary lines are evidenced, that is, whether by fences or otherwise): _____

8. Any change in street lines either completed or officially proposed: _____

(A) Are there indications of recent street or sidewalk construction or repairs? _____