

Department of Public Works



COUNTY OF SAN MATEO

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Memorandum

Date: November 18, 2008

TO: All Land Surveyors and Civil Engineers Practicing Land Surveying within the County of San Mateo

FROM: Brian C. Lee, P.E., Deputy Director of Public Works

SUBJECT: Mandatory 20-Day Review Period for Record of Survey Maps and Corner Records.

Section 8766 of the Professional Land Surveyors Act requires the County Surveyor to review Record of Survey maps and Corner Records within 20 working days unless additional time is mutually agreed upon. The County Surveyor is committed to provide this service. However, staffing levels, budget constraints, and work intake fluctuations have hindered this service in the past. Please designate your needs below, sign, date, and submit this agreement with your submittal.

A) _____ I request that my Record of Survey map/Corner Record be reviewed by the County Surveyor within the mandated 20 working day requirement.

_____ A 20 working day review time is not critical, but I would like my Record of Survey map or Corner Record reviewed by _____ (Date).

_____ A 20 working day review at this time is not important to me. If my needs change, I will notify the County Surveyor in writing, requesting the review to be completed in a timely manner.

B) _____ Per Section 8762 (f) P.L.S. Act, to obtain a copy of the filing data for your filed Record of Survey, please provide a postage-paid, self-addressed envelope or postcard. "Filing Data" includes the date, the volume, and the page at which the Record of Survey is filed.

_____ To obtain an electronic copy of your filed Record of Survey, please provide an e-mail address.
E-mail: _____

Signed: _____

Date: _____

BCL:KN