



# County of Fresno

DEPARTMENT OF PUBLIC WORKS AND PLANNING  
STEVEN E. WHITE, DIRECTOR

**Record of Surveys** are to be submitted to the County digitally, in PDF form with the fee and a single print mailed in together or hand delivered together. Additional items can be included with the delivery of the fee and print, but everything necessary to review the Survey should be provided in PDF form. Particulars are as follows:

The following shall be mailed or delivered to the County together. (Address at the bottom of this email.) DO NOT send them separately.

1. One wet-signed, full-sized print shall be mailed with the submittal fee to comply with 8764.5 and 411(h). Wet-signed means an original signature, not a scan. Digital stamps are OK.
2. Checks should be made out to “Fresno County”. Submittal fees are as follows:

| Record of Survey Fees  |                  |                  |                    |
|------------------------|------------------|------------------|--------------------|
| On or after            | First Two Sheets | Each Add'l Sheet | Review Fee After 2 |
| (Prior to) 23 May 2024 | \$543.00         | \$230.50         | \$144.24           |
| 23 May 2024:           | \$559.29         | \$237.42         | \$144.24           |
| 01 July 2024:          | \$576.07         | \$244.54         | \$144.24           |
| 01 July 2025:          | \$593.35         | \$251.87         | \$144.24           |
| 01 July 2026:          | \$611.15         | \$259.43         | \$144.24           |
| 01 July 2027:          | \$629.49         | \$267.21         | \$144.24           |

The following shall be submitted digitally via email to [CountySurveyor@fresnocountyca.gov](mailto:CountySurveyor@fresnocountyca.gov)

1. One copy of the Record of Survey without a digital signature.
2. Copies of all deeds, documents, maps (please see Map Note below), and other information cited on the map, along with any other documentation which may be necessary for the intelligent interpretation thereof.
3. Copies of the deeds or other title documents for ALL adjoining properties properly showing Jr./Sr. conveyances & rights, with citations shown clearly on the map. (Quitclaim deeds, Lease Agreements, Death Affidavits, and other documents which do not clearly demonstrate Jr./Sr. conveyances & rights may not be acceptable.)

4. Contact information for the Surveyor of Record including:
  - Mailing address
  - Phone number, and
  - E-mail address

It is requested that the County receive closure calcs for all closed figures, including, but not limited to:

1. Sectional breakdown, if used to establish boundaries (halves, quarters, etc.).
2. Overall boundary.
3. All lots, outlots, and remainders, etc.
4. Easements (if any).
5. Precision to be >1:10,000

The file number (RS number) will be assigned, and the survey added to the GIS as soon as the digital submittal is received, however the submittal will not be considered complete, and review of the survey will not begin until ALL the following are received:

1. The appropriate fee,
2. A wet-signed copy of the Survey, and
3. A full, digital submittal.

Upon receiving the complete submittal, the contents will be verified, and the submittal check will be cashed. A cashier's receipt will be emailed to you within a day or two. If you do not receive a copy of the receipt within two weeks of submitting the map, please let us know.

All correspondence after the initial submittal, including back checks and map revisions, will be done via email with the surveyor of record. This Office will not be responsible for managing your project within your office.

Each submittal after two reviews is subject to an additional \$144.24 back check fee. If the fee is necessary, it will be discussed with you before it is requested. Checks should be made out to "Fresno County". Do not send any additional back check fees with the initial submittal.

Fresno County Recorder Fees for Record of Surveys are \$8.00 for the first sheet, and an additional \$2.00 per sheet for each additional sheet. The Recorder's fee will be requested when the original signed Mylar is requested. Checks should be made out to "Fresno County Recorder". Do not send the Recorder's fee with the initial submittal.

It is the opinion of the Fresno County Surveyor's Office that Record of Surveys are generally exempt from the Senate Bill 2 (SB2) fee. We will add an SB2 Exemption Notice on sheet one of your Survey prior to submitting your Survey to the Recorder. The Recorder's Office will, however, collect this fee at the time of recordation, ignoring the Exemption Notice. The SB2 fee will be requested when the original signed Mylar is requested. Checks should be made out to "Fresno County Recorder". Do not send the SB2 fee with the initial submittal.

Do not add any digital signatures or certificates to the PDFs submitted for review. Signatures and certificates may lock the PDFs from editing, making it difficult or impossible to add comments.

Do not create any digital stamps or seals for any County employee. Maps will be wet-stamped and signed by the County Surveyor or Deputy County Surveyor when appropriate.

Map Note: It is not necessary to provide us with most maps referenced from our database; however, copies of the cited map(s) should be submitted if the cited map:

1. Was obtained from a source other than Fresno County,
2. Pre-dates 1930, or
3. Was recorded within the limits of an incorporated City in 2018 or later.

The submittal fee and wet-signed, full-sized print can be mailed to:

Fresno County Department of Public Works & Planning  
Development Engineering - Map Checking  
Attn: Kevin Nehring, PLS  
2220 Tulare Street, Sixth Floor  
Fresno, Ca. 93721

Or hand delivered to:

Fresno County Department of Public Works & Planning  
Development Engineering - Map Checking  
Attn: Kevin Nehring, PLS  
2220 Tulare Street, Suite B (lower level)  
Fresno, Ca. 93721  
(Southerly corner of Tulare Street and M Street, under the big, tan awnings.)

**County of Fresno – Record of Survey Statements**

**SURVEYOR’S STATEMENT**

This map correctly represents a survey made by me or under my direction in conformance with the requirements of the Professional Land Surveyors' Act at the request of \_\_\_\_\_ in \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Name PLS (or RCE)

---

**COUNTY SURVEYOR’S STATEMENT**

This map has been examined in accordance with Section 8766 of the Professional Land Surveyors' Act this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Steven E. White, Director  
Department of Public Works and Planning



By: \_\_\_\_\_  
Kevin W. Nehring, P.L.S.8200  
Deputy County Surveyor

---

**RECORDER’S STATEMENT**

Document No. \_\_\_\_\_ Fee Paid: \_\_\_\_\_

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ M,

in Book \_\_\_\_\_ of Record of Surveys at Page(s) \_\_\_\_\_

at the request of \_\_\_\_\_

Paul Dictos, CPA  
Fresno County Recorder

By: \_\_\_\_\_  
Deputy County Recorder

Pursuant to Section 8762.5 of the Professional Land Surveyor's Act:

8762.5. No record of survey of land shown on the latest adopted county assessment roll as a unit or as contiguous units, which shows a division of such land into additional parcels, shall be filed with the county surveyor or with the county recorder, unless there is attached thereto a certificate by the county surveyor if the land lies within an unincorporated area, or a certificate by the city engineer if the land lies within a city, of compliance with the provisions of the Subdivision Map Act, Division 2 (commencing with Section 66410) of Title 7 of the Government Code, and any applicable local ordinance enacted pursuant thereto.

---

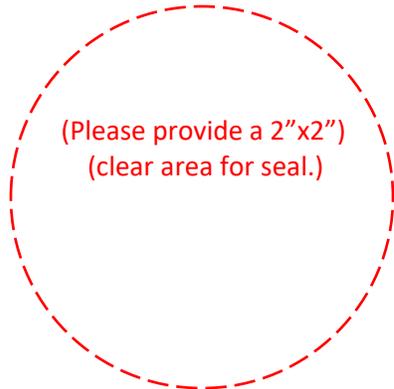
For parcels monumented and shown on a Record of Survey, which do not appear on the latest equalized Tax Roll, it is necessary to add the following certificate to the map:

**Fresno County**

This map has been examined for conformance with the Subdivision Map Act and all local ordinances enacted pursuant thereto this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Steven E. White, Director  
Department of Public Works and Planning

By: \_\_\_\_\_  
Kevin W. Nehring, PLS 8200  
Deputy County Surveyor



**City Agency**

This map has been examined for conformance with the Subdivision Map Act and all local ordinances enacted pursuant thereto this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Name, Title  
Agency Name

By: \_\_\_\_\_  
Name, License Number  
Title

