

SURVEYOR'S SCOPE OF WORK

SITE SURVEY - SURVEY UPDATE

Prepare or update an existing survey in accordance with the following "Preliminary Engineering Review Checklist". The site Owner will provide you with a copy of the latest survey and/or legal description of the property.

SURVEYOR'S CHECKLIST PRELIMINARY ENGINEERING REVIEW

LEGAL

1. _____ Legal Metes and Bounds: Provide narrative metes and bounds description on survey. Reference a fixed monument or GPS monument. Also provide plat no., lot and block no. or other applicable tax ID information,. Provide 8.5" x 11" signed and sealed legal description.
2. _____ Closure: Check survey and legal description for closure. Assure both are in agreement.
3. _____ Site Area: Provide area of site in square feet and acres.
4. _____ Location Map: Provide a location map showing the site and its relationship to surrounding areas.
5. _____ Encroachment: Show all encroachment including overhead utility wires, easements, and rights-of-way of record.
6. _____ Setbacks: Show setbacks, yard and landscape buffer requirements. Note setbacks for canopy, and pump islands, if different from building.
7. _____ Certification:

The following certification shall appear on the survey:

This survey certified to correctness to:
JGD Associates, Inc.
92 Moore Road
Avon Lake, OH 44012

SURVEYOR'S SCOPE OF WORK (cont.)

8. _____ Property Corners: Place a concrete monument as benchmark on one of the corners nearest proposed service station. Place an iron pipe at all other corners and arc points of tangency.
9. _____ Address of Site: Provide full address of site, to include number, street, city, county and zip code. Also include TMP#.
10. _____ Sealing Survey: Must be an ALTA survey. Date, seal and sign original survey and mylar.
11. _____ Reproducible Mylar or Translucent Bond: Provide a clean, high quality mylar copy of original survey with ten (10) prints, all signed and sealed.

A.) Electronic Media: Provide two (2) 3-1/2" disk containing an "AutoCad". AutoCad is only format acceptable. No .dxf files. Surveyor shall use layer list provided.
12. _____ Retain: Original survey for your records.
13. _____ Mailing: Mail mylar, checklist, and invoice, made out to _____ in a strong protective cylinder to:

c/o JGD Associates, Inc.
92 Moore Road
Avon Lake, OH 44012

(tel. 440.933.6825)

TOPOGRAPHY (In area of proposed service station)

1. _____ Elevations: Show all in NGVD.
2. _____ Elevations on Property: Establish 50'0" grid and show elevations every 50'.
3. _____ Elevations off Property: Based on a 50'0" grid, show elevations 12'6", 25'0", and 100'0" off property line on adjoining property.
4. _____ Elevations of Road Centerline: Show on 50'0" grid.
5. _____ Elevations of Edge of Pavement and/or gutter line: Show on a 50'0" grid plus spot elevations at each side of entrances.

6. _____ Elevations at Base of Curb and Top of Curb: Show on 50'0" grid plus spot elevations at each side of entrances.

SURVEYOR'S SCOPE OF WORK (cont.)

7. _____ Elevations of Existing Entrances: Show elevations at each side of all entrances along back of sidewalk, edge of pavement, and property line/right-of-way line.

8. _____ Additional Elevations:

- A) With abrupt or unusual grade changes every 5'0" on the 50'0" grid.
- B) If a curb abuts the property line (other than along roadways), show elevations of top of curb and bottom of curb on both sides of curb.
- C) Corners of existing slab over underground tanks.
- D) Finished floor elevations of existing buildings.

9. _____ Contours: Draw topographical contour lines at one-foot intervals.

IMPROVEMENTS

Existing

1. _____ Structures within Premises: Show all and identify, including buildings, walls, concrete mats, light poles, and tank fills and vents (if existing gasoline station).
2. _____ Structures within 100' of Premises: Show all to scale. State number of stories, type of construction and use.
3. _____ Fences: Locate all and show with type and height.
4. _____ Signs: Locate and show all. Show type and approximate height. Also show free standing signs within 100 ft. of property.
5. _____ Existing Trees: Locate all trees in accordance with local requirements.
6. _____ Existing Parking Layout: Locate all parking spaces and provide total count on survey.

ROADS AND TRAFFIC

1. _____ Front (Main) Street: Show distances and locations:

- A) Centerline to edge of pavement
- B) Striping
- C) Edge of pavement to property line
- D) Centerline to face of curb
- E) Exact location of curbs and gutters on premises and in right-of-way, including depressed curbs on ramps or drives.
- F) Centerline to back of sidewalk
- G) Centerline to right-of-way line
- H) Distance from shoulder line to property line (Locate and show shoulder line)

2. _____ Side Street: Show distances and locations:

- A) Centerline to edge of pavement
- B) Striping
- C) Edge of pavement to property line
- D) Centerline to face of curb
- E) Exact location of curbs and gutters on premises and in right-of-way, including depressed curbs on ramps or drives.
- F) Centerline to back of sidewalk
- G) Centerline to right-of-way line
- H) Distance from shoulder line to property line (Locate and show shoulder line)

3. _____ Driveways: Locate driveways within 100' of premises.

4. _____ Street Widenings: Note anticipated street widenings and other road changes within 400 ft. of premises.

5. _____ Medians: Show medians. Show median crossover, if existing within 400' of premises. Note anticipated medians.

6. _____ Road Configuration: Show or note configuration of roads having curb breaks (number and direction of lanes, turning lane, existence of median, etc.).

UTILITIES

1. _____ Utility Companies: Provide names, addresses and phone numbers of all utility companies serving the site, including telephone, electric, gas, water, etc. Note if public or private.
2. _____ Utility Poles: Locate and show all.
3. _____ Underground Utilities: Locate **ALL** underground utilities identify and size, including natural gas, telephone, electric, water, sanitary and storm sewers. This shall include making use of utility locate companies.

SURVEYOR'S SCOPE OF WORK (cont.)

4. _____ Sanitary Sewer: (if available to premises) Show pipe invert elevations on or near property along with direction of flow. Note nearest public sanitary sewer.
5. _____ Manholes: Nearest manhole properly located, show rim and cover elevation, invert elevation, and elevation of inlets and outlets. Note distance from premises.
6. _____ Septic: If sanitary sewer is not available, supply local requirements for design and installation of septic system. Show all septic systems within 100' of premises.
7. _____ Water Mains: Show with size, type of pipe, burial depth, connections or taps available to service premises. Show meter size, backflow preventers, and check valves.
8. _____ Pressure Well: Show if servicing site. Also show those on adjacent properties (within 200' of premises). Note nearest public water source.

If water is not available, obtain local design and installation standards for a well.

STORMWATER MANAGEMENT/FLOOD PLAIN

- 1. _____ Storm Sewer: Properly locate size and type of pipe. Show pipe invert elevations on or near property along with direction of flow.
- 2. _____ Catch Basins: Properly locate, show grate elevation, invert elevation and elevation of inlets and outlets.
- 3. _____ Headwalls: Show with direction of flow, size and type of construction.
- 4. _____ Flood Plain: Note flood plain designation and note minimum required elevation for building and tank pad. Show FEMA 100-yr flood elevation, if applicable.

PHOTOGRAPHS

- 1. _____ Provide digital photographs of area of proposed service station.

SURVEYOR'S SCOPE OF WORK (cont.)

Provide any additional items that may be required to apply to construct a Gasoline Station/Convenience Store on the subject premises and add such information to survey.

SVU Affiliate

Premises Location: _____

I understand that this survey must be completed and delivered within 3 weeks of this agreement.

I have checked the survey and description and reviewed accompanying reports for completeness and accuracy and have completed the attached checklist.

Surveyor's Signature

Date

REQUESTED LAYER LIST

<u>NAME</u>	<u>DESCRIPTION</u>
EX-ADJ	ADJACENT PROPERTY OWNERS
EX-ASPHALT	EDGE OF ASPHALT (NO CURB)
EX-BENCH	BENCH MARK
EX-BOLLARD	BOLLARD
EX-BLDG	BUILDING
EX-CONC	CONCRETE
EX-CURB	CURB & GUTTER
EX-DESC	DATA POINT DESCRIPTION
EX-EASEMENT	EASEMENT
EX-ELECTRIC	ELECTRIC POWER
EX-ELEV	DATA POINT ELEVATION
EX-FENCE	FENCE
EX-FLOOD	FLOOD LINE
EX-GAS	GAS LINE
EX-GRID	COORDINATE GRID SYSTEM
EX-HC	HANDICAP SYMBOL
EX-LIGHT	LIGHT POLE & LIGHT
EX-LLL	LAND LOT LINE
EX-NOTE	GENERAL NOTES
EX-PHONE	PHONE LINE & PAY PHONE
EX-POINT	DATA POINT
EX-PL	PROPERTY LINES & CORNERS
EX-RR	RAIL ROAD
EX-ROAD-NAME	ROAD NAME
EX-SAN	SANITARY LINE & STRUCTURE
EX-SETBACK	SETBACK
EX-SHRUB	SHRUB
EX-SIGN	SIGN
EX-SPOT	SPOT ELEVATION
EX-SRF-BDR	TERRAIN SURFACE BORDERS
EX-SRF-FLT	TERRAIN SURFACE BREAKLINES
EX-SRF-VIEW	TERRAIN SURFACE
EX-STORM	STORM LINE & STRUCTURE
EX-STREAM	STREAM, CREEK, LAKE & RIVER
EX-STRIPE	STRIPING
EX-TB	TITLE BLOCK
EX-TOPO-1	1' CONTOUR LINES
EX-TOPO-10	10' CONTOUR LINES
EX-TREE	TREE
EX-WALK	SIDEWALK
EX-WALL	WALL
EX-WATER	WATER (UTILITY)

- ✓ All items to be on above associated layers.
- ✓ All text to go on text layer by adding "-tx" to end of layer name.
- ✓ Example: EX-BLDG (building lines)
 - EX-BLDG-TX (building text)
 - EX-PL (property lines & corners)
 - EX-PL-TX (property line text)
- ✓ If a layer name is required that is not given above, use this same format.
- ✓ Contours to be 3D contours.
- ✓ Include all Land Development (Softdesk) project data files.