

MCDDES / MCPW Sewer Easement Acquisition Map Requirements

This is provided as a guide for conformance with the Monroe County Monumentation Law, Local Law No. 6 of 2019 and the County of Monroe Department of Environmental, Division of Pure Waters requirements.

Survey related notations, labels, coordinates and geometry font sizes shall be adequate to insure legibility.

An Adobe Acrobat .pdf version of the Easement Acquisition Map shall be submitted to the County Surveyors Office for review via email to gregorybly@monroecounty.gov. For ease of printing for review, please provide one composite email for multi sheet easement maps and for projects with multiple easements.

1. General requirements:

A. The field survey and easement mapping shall comply with the Monroe County Monumentation Law and Monroe County Survey Office & Real Property Subdivision Map requirements.

B. Records Research

1. Right of Way width for existing historical roads should be confirmed by examining the County "Roads and Widths of Right of Ways Reference Booklet" created from the Monroe County Road Right of Way Records available at the County Surveyors Office webpage and by confirming with the Monroe County Surveyors Office. Monroe County Road Right of Way Records consist of Town Clerk's road opening records from the original highway surveys, most of which were from the 1800's and are not fee Right of Way but are easement Right of Way for the road. County Highway Right of Way records available in the County Records Room provide record information of County Right of Way acquisitions for expansions of County Road Right of Way. Tax maps are for assessment purposes and should not be relied on for Right of Way width, configuration, or acquisitions. Unless there was a County Right of Way acquisition and in accordance with the Monroe County Road Right of Way Records, there are no curved Right of Way lines on original dedicated County Road Right of Ways.
2. County Highway and Bridge Record Maps, and Highway Right of Way Acquisition Maps which are available in the County Records Room.
3. Record underground in area of easement.
4. Subject property boundary, subdivision, survey map and deed records.

C. Field Survey Requirements

The following survey standards and procedures shall be considered as part of what shall be minimally required for a survey and mapping of a Monroe County Pure Waters Easement.

1. All measurements and deliverables will be provided in English units of measurement in U.S. survey feet.
2. Where an easement is located within or adjacent to an existing filed subdivision map the surveyor may elect to accept the customary evidence within that subdivision as his control and disregard the requirement to tie into the network directly and inherit the network tie in from the original subdivision.
3. Where the surveyor is establishing the horizontal datum and control to be used in the survey of the site, the surveyor shall determine the survey method utilized, geodetic network tie in monuments and local control that is acceptable to the Monroe County Surveyors Office.
4. The horizontal datum shall be NAD 83 (2011), Epoch 2010.0000 New York State Plane Coordinate System, Western Zone, for preparation of mapping for the project site.
5. The horizontal datum for the project shall be established by Static, Rapid Static or RTN Network RTK GNSS survey techniques performed with two (2) separate observations. If employing RTN Network RTK GNSS survey techniques, the minimum observation time is 3 minutes. The data shall be adjusted by a minimally constrained least squares analysis and adjustment. The adjusted value shall reflect a Network Positional Accuracy of less than 0.05 feet (at the two sigma, 95% confidence level). The raw data, angle sets report and least squares data analysis and adjustment report shall be provided to the County Surveyor for review and acceptance.
6. Tie into Monroe County Geodetic Monument Network if within 2500 feet of a monument.
7. When on a County Road, reestablish highway and bridge record plan and acquisition map survey baseline.
8. When on a County Road, reestablish Highway Right of Way line and Right of Way centerline from Highway Record Plans and Right of Way Acquisition Maps.
9. Establish subject property boundaries and County, Town or New York State highway Right of Way.
10. Locate topography features and existing utilities within the proposed easement area.
11. Where directed, set pins and caps on proposed permanent easement corners, except where easement corner falls directly on a property corner.

D. Easement Map Requirements

(See easement map example format at end of document))

1. Where possible and applicable, simple easement line geometry shall be utilized. Proposed easement lines shall be parallel and perpendicular to the existing Right of Way line. Proposed easement widths and lengths of lines entering into deflections shall be to the nearest foot.
2. Easement acquisition maps shall be prepared on an 8-1/2" x 14" map size in accordance with the format provided by the County as shown in the example easement below. Permanent and Temporary easement maps shall be prepared in the same format. When a permanent and temporary easement are required on one parcel, the easements shall be mapped on one map with the permanent easement designated as Parcel 1 and the temporary easement designated as Parcel 2.
3. Upon completed review and direction from the County Surveyors Office, two paper originals with original licensed land surveyor signature shall be provided for approval signatures, and filing in the County Clerk's Office and office file.
4. Required map notations and items for first sheet:
 - a. Map Heading: "MONROE COUNTY DEPARTMENT OF PURE WATERS" and "NAME OF SEWER DISTRICT" below and "TYPE(S) OF EASEMENT PE and/or TE" below, and "EXHIBIT 1A" at the bottom of the heading.
 - b. Town, Road Name and County Road Number or New York State Route Number at top of the map.
 - c. Sheet Number at top of the map.
 - d. Map Reference Information at the top of the map.
 - e. Parcel Summary at the top of the map including Parcel # with Type of Easement, Property Address, Tax Parcel Number, Town Name, County of Monroe, State of New York.
 - f. Owner's Name(s) and deed reference at the top center of the map area.
 - g. North Arrow with reference to True North.
 - h. Indicate U.S. Survey Foot.
 - i. All mapping shall show English dimensions.
 - j. Map scale and bar scale.
 - k. Topography for existing features and utilities.

- l. Highway Right of Way line, Right of Way centerline and property lines with identifying labels.
 - m. A minimum of three property line, road R.O.W. centerline or R.O.W. line found survey points and/or monuments must be shown. Survey points and/or monuments cannot be shown "To Be Set". Survey points and monuments required to be shown are intended for survey retracement purposes, therefore an adequate number and dispersion of survey points need to be shown to enable full survey retracement. If found survey points shown are outside the area of the subject parcel(s), their relationship to the subject parcel(s) must be shown to enable survey retracement. If survey points shown are determined to be out of position and corrected, corrections must be shown to enable and provide a means for survey retracement. Survey points outside of the mapping area can be referred to in note form with a description, spatial relationship and location.
 - n. Tie distance to nearest public road.
 - o. Road Name, County Road Number or NYS Route Number and Right of Way width on roadway area. On variable width Right of Ways relate easement acquisition to original centerline of Right of Way.
 - p. Show property owner name on parcel area and adjacent owner name, address, tax parcel number and deed reference on adjoiner parcel area.
 - q. For existing utilities located outside the highway Right of Way in the areas of proposed easement acquisition, the Surveyor shall research records for existing easements and show the easements on the easement map, along with the recording information and the name of the beneficiary of the easement.
 - r. If found, highway survey baseline with bearings, distances and stations shown in mapping area.
 - s. If found, three highway survey baseline control points shown in mapping area. Use break line(s) as required.
 - t. Proposed easement lines annotated with bearings and distances and a minimum of three coordinates on easement corners.
 - u. Label easement square foot and acreage areas.
 - v. When directed to set pins and caps on proposed permanent easement corners, show and identify the pins and caps that were set on easement map.
5. Required map notations and items for last sheet:
- a. When the surveyor elects to accept the customary evidence within a subdivision as his control and disregard the requirement to tie into the network directly by inheriting the network tie in from an existing subdivision map.

DATUM NOTE:

The survey is tied into the Monroe County Geodetic Monumentation Network through local control found within the XX Subdivision, as filed in Liber X of Maps, Pages X. The original subdivision horizontal datum is referenced to the New York State Plane Coordinate System of 1927 or 1983 (Realization), West Zone, Transverse Mercator Projection, through control ties to the following monuments:

Full geodetic monument names, published coordinates with reference datum, established and/or adjustment date with reference datum as shown on existing subdivision map.

- b. When the surveyor establishes NAD 83 (2011) horizontal datum.

DATUM AND NETWORK TIE IN NOTE:

The horizontal datum shown hereon is referenced to the New York State Plane Coordinate System of 1983, West Zone, Transverse Mercator Projection, NAD 83 (2011). Baseline coordinates were established by a combination of GNSS Survey methods, and conventional terrestrial measurements. (Indicate how datum was established, e.g.: from NYSDOT NYSNET CORS Station name or OPUS).

This project is tied to the Monroe County Geodetic Monumentation Network with control ties to the following monuments:

List full geodetic monument name(s), published coordinates with reference datum, established and/or adjustment date with reference datum as shown on monument Data Tie Sheets available at the County GIS based web viewer or at the Monroe County Surveyors Office or from the NGS monument web viewer and measured NAD 83 coordinates.

- c. The project boundary survey and tie in to the Monroe County Geodetic Monumentation Network was made using procedures necessary to achieve a horizontal accuracy of (as expressed by one the following either 1, 2 or 3 as applicable for local accuracy and 4 for network accuracy):

- 1) 1 part in 20,000 (1:20,000) or better proportional accuracy (or, alternatively),
- 2) 50 parts per million (50 ppm) or better proportional accuracy (or, alternatively),
- 3) a Local Positional Accuracy at two sigma, 95% confidence level of x.xx feet. Indicate local positional accuracy achieved by project survey.

(after one of the preceding) and a Network Positional Accuracy at two sigma, 95% confidence level of x.xx feet. Indicate network positional accuracy achieved by project survey.

- d. A grid factor and elevation factor; or a combined factor.
- e. Indicate whether "Grid" or "Ground" distances are shown.

- f. If found, three survey baseline control point sketches from construction record plans for control points shown in mapping area.
- g. Easement Description. A separate Microsoft Word document is also required. (See description example formats on following page)
- h. Licensed Land Surveyor survey certification, signature with name, license number and seal:

I hereby certify that this map was prepared from notes of an instrument survey completed on (date), in accordance with County of Monroe MCDES / MCPW Sewer Easement Acquisition Map Requirements and from references listed hereon.

- i. County Surveyor review date, signature line and underneath:
Gregory D. Bly, N.Y.S. P.L.S. No. 049801
County Surveyor
Monroe County Department of Finance
Real Property Services
- j. Director of Monroe County Department of Environmental Services certification:
I hereby certify that the property mapped above is necessary and the acquisition thereof is recommended.
- k. Director of Monroe County Department of Environmental Services approval:
Approval date, signature line and underneath:
Michael J. Garland, PE
Director Monroe County Department of Environmental Services

DESCRIPTION PAGE FORMATS

PERMANENT EASEMENT FOR (SPECIFY SANITARY OR STORM) SEWER

A permanent easement to be exercised in, on and over the property delineated as Parcel x above, for the purpose of constructing, reconstructing and maintaining thereon a (specify Sanitary or Storm Sewer), together with appurtenances and other facilities in connection therewith as may be deemed necessary by the by the Director of Environmental Services.

All that tract or parcel of land being part of (list subdivision lot if part of subdivision), as shown on a subdivision map entitled (name of subdivision), filed in the Monroe County Clerk's Office in Liber xxx of Maps, Page xx, also being part of Town Lot xx, Township xx, Range xx of the Phelps & Gorham Purchase (or) the Triangular Tract, situate the Town of xxxx, County of Monroe, State of New York, as shown on the accompanying map and described as follows:

All that piece or parcel of property designated as Parcel No. x, as shown on the accompanying map, to be acquired as a Permanent Easement.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated as Parcel No. x, and such owner's successors or assigns, the right of access and the right to using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for, and as established by, the construction or reconstruction and so constructed or reconstructed, the maintenance, of the herein identified project.

TEMPORARY EASEMENT FOR (SPECIFY SANITARY OR STORM) SEWER

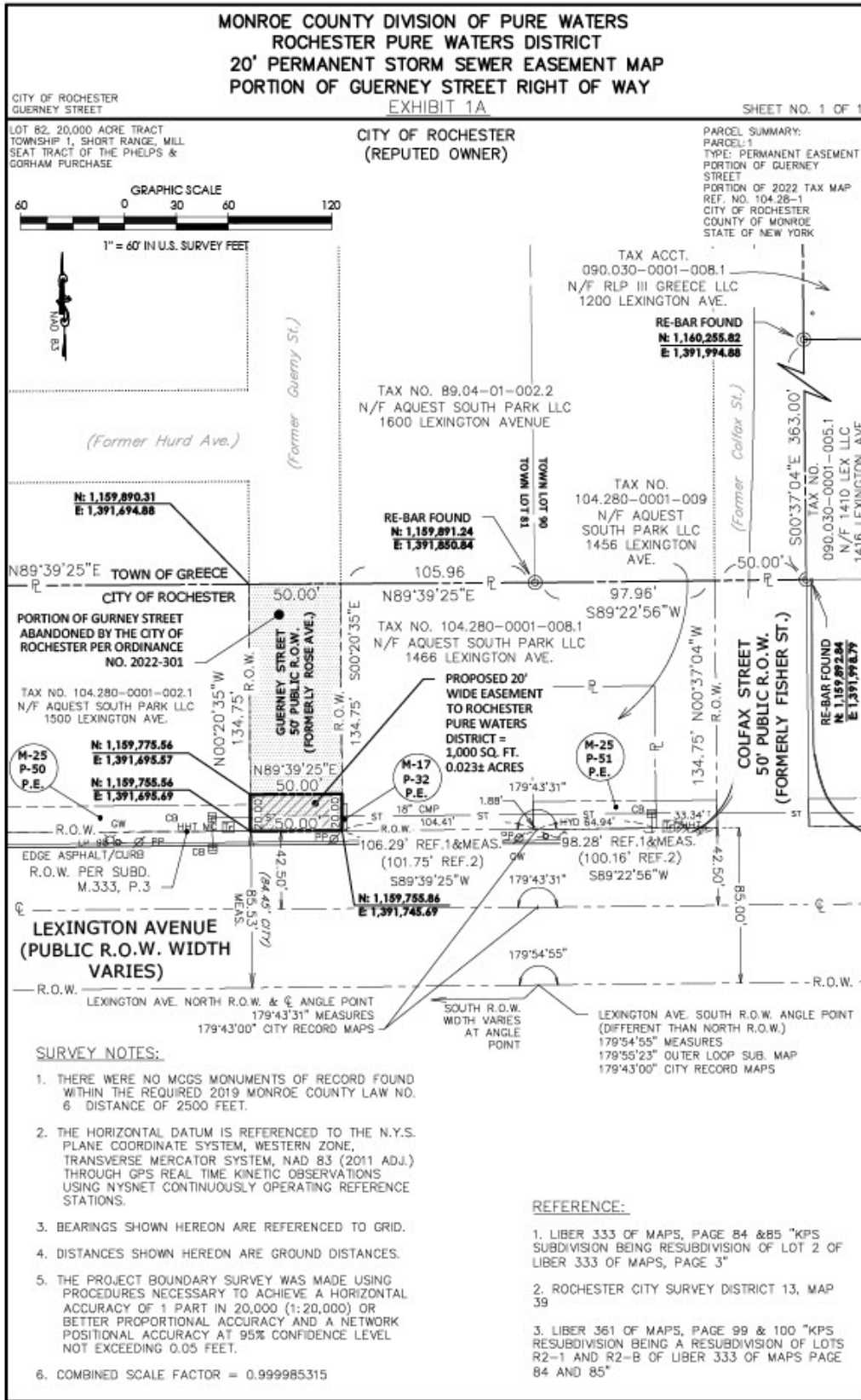
A temporary easement to be exercised in, on and over the property delineated as Parcel x above for use and exercisable during the construction or reconstruction of (specify Sanitary or Storm Sewer) and terminating by its own terms, twelve months after the approval of the completed work.

All that tract or parcel of land being part of (list subdivision lot if part of subdivision), as shown on a subdivision map entitled (name of subdivision), filed in the Monroe County Clerk's Office in Liber xxx of Maps, Page xx, also being part of Town Lot xx, Township xx, Range xx of the Phelps & Gorham Purchase (or) the Triangular Tract, situate the Town of xxxx, County of Monroe, State of New York, as shown on the accompanying map and described as follows:

All that piece or parcel of property designated as Parcel No. x, as shown on the accompanying map, to be acquired as a Temporary Easement.

RESERVING, however, to the owner of any right, title or interest in and to the property above delineated as Parcel No. x, and such owner's successors or assigns, the right of access and the right to using said property and such use shall not be further limited or restricted under this easement beyond that which is necessary to effectuate its purposes for the construction or reconstruction of the herein identified project.

EXAMPLE MAP FORMAT



**MONROE COUNTY DEPARTMENT OF PURE WATERS
ROCHESTER DISTRICT
20' PERMANENT STORM SEWER EASEMENT MAP
PORTION OF GUERNEY STREET RIGHT OF WAY**

CITY OF ROCHESTER
GUERNEY STREET

SHEET NO. 2 OF 2

LOT 82, 20,000 ACRE TRACT
TOWNSHIP 1, SHORT RANGE, MILL
SEAT TRACT OF THE PHELPS &
GORHAM PURCHASE

CITY OF ROCHESTER
(REPUTED OWNER)

PARCEL SUMMARY:
PARCEL:1
TYPE: PERMANENT EASEMENT
PORTION OF GUERNEY
STREET
PORTION OF 2022 TAX MAP
REF. NO. 104.28-1
CITY OF ROCHESTER
COUNTY OF MONROE
STATE OF NEW YORK

SURVEY NOTES:

1. THERE WERE NO MCGS MONUMENTS OF RECORD FOUND WITHIN THE REQUIRED 2019 MONROE COUNTY LAW NO. 6 DISTANCE OF 2500 FEET.
2. THE HORIZONTAL DATUM IS REFERENCED TO THE N.Y.S. PLANE COORDINATE SYSTEM, WESTERN ZONE, TRANSVERSE MERCATOR SYSTEM, NAD 83 (2011 ADJ.) THROUGH GPS REAL TIME KINETIC OBSERVATIONS USING NYSNET CONTINUOUSLY OPERATING REFERENCE STATIONS.
3. BEARINGS SHOWN HEREON ARE REFERENCED TO GRID.
4. DISTANCES SHOWN HEREON ARE GROUND DISTANCES.
5. ALL UNITS OF MEASUREMENT SHOWN HEREON ARE IN U.S. SURVEY FEET UNLESS OTHERWISE SPECIFIED.
6. THE PROJECT BOUNDARY SURVEY WAS MADE USING PROCEDURES NECESSARY TO ACHIEVE A HORIZONTAL ACCURACY OF 1 PART IN 20,000 (1:20,000) OR BETTER PROPORTIONAL ACCURACY AND A NETWORK POSITIONAL ACCURACY AT 95% CONFIDENCE LEVEL NOT EXCEEDING 0.05 FEET.
7. COMBINED SCALE FACTOR = 0.999985315

REFERENCE:

1. LIBER 333 OF MAPS, PAGE 84 & 85 "KPS SUBDIVISION BEING RESUBDIVISION OF LOT 2 OF LIBER 333 OF MAPS, PAGE 3"
2. ROCHESTER CITY SURVEY DISTRICT 13, MAP 39
3. LIBER 361 OF MAPS, PAGE 99 & 100 "KPS RESUBDIVISION BEING A RESUBDIVISION OF LOTS R2-1 AND R2-B OF LIBER 333 OF MAPS PAGE 84 AND 85"

PERMANENT EASEMENT FOR MCPW STORM SEWER PURPOSES

A PERMANENT EASEMENT TO BE EXERCISED IN, ON AND OVER THE PROPERTY DELINEATED AS PARCEL 1 ABOVE, FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING AND MAINTAINING THEREON A STORM SEWER, TOGETHER WITH APPURTENANCES AND OTHER FACILITIES IN CONNECTION THEREWITH AS MAY BE DEEMED NECESSARY BY THE BY THE DIRECTOR OF ENVIRONMENTAL SERVICES.

ALL THAT TRACT OR PARCEL OF LAND, SITUATED IN PART OF LOT 82, 20,000 ACRE TRACT, TOWNSHIP 1, SHORT RANGE, MILL SEAT TRACT OF THE PHELPS & GORHAM PURCHASE, CITY OF ROCHESTER, COUNTY OF MONROE, STATE OF NEW YORK AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL THAT PIECE OR PARCEL OF PROPERTY DESIGNATED AS PARCEL NO. 1, AS SHOWN ON THE ACCOMPANYING MAP TO BE ACQUIRED AS A PERMANENT EASEMENT.

RESERVING, HOWEVER, TO THE OWNER OF ANY RIGHT, TITLE OR INTEREST IN AND TO THE PROPERTY ABOVE DELINEATED AS PARCEL NO. 1, AND SUCH OWNER'S SUCCESSORS OR ASSIGNS, THE RIGHT OF ACCESS AND THE RIGHT TO USING SAID PROPERTY AND SUCH USE SHALL NOT BE FURTHER LIMITED OR RESTRICTED UNDER THIS EASEMENT BEYOND THAT WHICH IS NECESSARY TO EFFECTUATE ITS PURPOSES FOR, AND AS ESTABLISHED BY, THE CONSTRUCTION OR RECONSTRUCTION AND SO CONSTRUCTED OR RECONSTRUCTED, THE MAINTENANCE, OF THE HEREIN IDENTIFIED PROJECT.

I HEREBY CERTIFY THAT THIS MAP WAS PREPARED FROM THE NOTES OF AN INSTRUMENT SURVEY COMPLETED ON OCTOBER 13, 2020, IN ACCORDANCE WITH THE COUNTY OF MONROE DEPARTMENT OF TRANSPORTATION PROJECT DESIGN SCOPE OF SERVICES SECTION 2 AND SECTION 5 REQUIREMENTS AND FROM REFERENCES LISTED HEREON.

REVIEWED THIS _____ DAY OF _____ 2021

CERTIFIED THIS _____ DAY OF _____ 2021

ROBERT A. VENTO, NYSPLS NO. 049701

GREGORY D. BLY, NYSPLS NO. 049801
MONROE COUNTY DEPARTMENT OF
FINANCE/REAL PROPERTY SERVICES
COUNTY SURVEYOR

I HEREBY CERTIFY THAT THE PROPERTY MAPPED ABOVE IS NECESSARY AND THE ACQUISITION THEREOF IS RECOMMENDED.

APPROVED THIS _____ DAY OF _____ 2021



PASSERO ASSOCIATES

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MICHAEL J. GARLAND, P.E. DIRECTOR MONROE
COUNTY DEPARTMENT OF ENVIRONMENTAL SERVICES

FILED DATE LIBER PAGE