



## Land Division Act Administrative Rules

Surveying Engineering Department  
Ferris State University

RCB

### Plat Material

- Reproduced on archival quality untreated polyester film 3 mil thickness by 1 of the following methods
  - Photographic fixed-line
  - Digital copy press
  - Another method that is at least the archival equivalent to 1 specified may be substituted when the manufacturer's specifications of that product accompany the final plat
- Process using fuser oil technology shall not be used.
- Department of labor and economic growth shall arrange for a qualified reproduction source to make the necessary reproductions on archival quality polyester film or equivalent product at the best available price and service.
- All signatures and all revisions shall be in durable, pigment based, black ink.
- Use pen producing a line having a width not more than 1 mm, 0.04" or line produced by rapidograph pen size no. 3

## PROPRIETOR'S CERTIFICATE

I (we) as proprietor(s) certify that I (we) caused the land described in this plat to be surveyed, divided, mapped, and dedicated as represented on this plat and that the \_\_\_\_ (b) are for the use of \_\_\_\_ (c) \_\_\_\_; that the public utility easements are private easements and that all other easements are for the uses shown on the plat; and \_\_\_\_ (d) and (e) \_\_\_\_ .

\_\_\_\_ (a) and (f) \_\_\_\_  
Printed name & address

\_\_\_\_ (a) and (f) \_\_\_\_  
Printed name & address

Note: (a) to (f) refer to identically lettered paragraphs of the rule

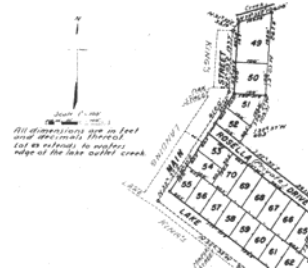
Note: this is one example – administrative rules show other examples

## Content of Plat Legends

- ❑ Statement that dimensions are in feet
- ❑ Statement that curvilinear measurements are arc or chord distances
- ❑ Statement on bearings: may be referenced to
  - MDOT ROW map sheet number and county name
  - County road commission plans – project number and plan number
  - Recorded subdivision
  - Recorded condominium – submit copy of survey plan
  - MCS 83 coordinates when SPC shown on final plat
    - Coordinates reported at each government corner shown
    - Second control station and combines scale factor
    - Reporting requirements of 1964 PA 9
  - Celestial observations

## Content of Plat Legends

- ❑ Symbol “o” for set concrete monuments
- ❑ Description of all concrete monuments and lot markers
- ❑ R = radial – lines not marked are non-radial
- ❑ Symbol “•” for found concrete monument
  - Describe visible portion, if more that 1 type, on drawing



## Minimum Drafting Standards

- ❑ Use engineer's scale
- ❑ Scale stated and represented by bar scale, shall not be more than 1" = 100'
- ❑ Lettering not less than 0.10" high
- ❑ Top & bottom 24" in length with binding margin at left
  - Binding margin 1.5", other margins ½"
- ❑ North toward top or left-hand side
- ❑ Provide 3" x 5" space on last sheet for approval to be affixed by department of labor and economic growth

## Minimum Drafting Standards

- Each sheet numbered sequentially and identified as “sheet \_\_\_ of \_\_\_”
- With multiple sheets, use match lines and do following:
  - Prepare all sheets with north oriented the same
  - Avoid splitting along road ROW – split along rear or side lot lines where practical
  - Bearings/distances shall not extend beyond match line
  - Include index key
  - Match line note, adjacent to and generally aligned with match line, shall identify adjoining sheets

## Minimum Drafting Standards

- Place a statement of any restriction on access to lot adjacent to the lots restricted
- Place vicinity map/location sketch on each drawing sheet and oriented same way
  - Shall show section, private claim, or name of tract
- Show caption at top of each sheet – shall contain prescribed information from act
  - Words “addition”, “extension”, or “replat” shall not be used in plat name or caption, except on amended plat when including its proper name
- Indicate overall bearings/distances of plat boundary lines – showing them outside boundary line
- POB labeled and position relative to PLSS corners identified
- Traverse closure sheet shall accompany final plat
  - Shall be forward computation of plat boundary
  - Acreage to 1/10<sup>th</sup> of acre
  - Relative error of closure

## Minimum Drafting Standards

- ❑ Place recording information for government corners on plat
- ❑ Boundary and lot distances to 2 decimals with bearings in degrees, minutes, seconds
- ❑ Distances to physical features like edge of water or flood plain line to 1 decimal or nearest foot
- ❑ Use heavier line weight for plat boundary than used for lots
- ❑ Show boundary as continuous line
- ❑ Do not divide lot by street, road, alley, walk, or other grounds, or another lot
- ❑ If lot abuts or is divided by corporate line, location shall be indicated by dimensions in each municipality
- ❑ Describe each excepted parcel by bearing/distance & label each "not included in this plat"

## Minimum Drafting Standards

- ❑ Not include in one plat parcels not having a common border
- ❑ If lot not served by public sewer & public water, designate "front" of lot by either
  - Lots have frontage on 2 roads
  - Lots have frontage on road and water
- ❑ Identify each road, street, alley, walk, park, and other ground and name each in prominent letters – if not dedicated to public, clearly label as "private"
- ❑ Note affixed each drawing that references covenant or restriction which is required to be recorded
  - Note shall have enough space for recording reference

## Minimum Drafting Standards

- Affix surveyor's seal and original signature in durable pigment based black ink to each sheet
- Show bearings/distances for each lot line
  - Arc distance or chord distance shown on curvilinear lot lines
  - Sum of individual lot distances shall agree with total length
- Show curve data defining any curvilinear line on plat where curve appear
  - Curve which is part of plat boundary shall show curve data adjacent to it
  - Data for curves interior of plat can use curve data box
  - Minimum curve data: chord bearing and length, radius, central angle, and arc length
    - Curvilinear measurements may be arc or chord distances

## Minimum Drafting Standards

- If additional clarity needed – use separate detail drawing at appropriate
  - Properly referenced to drawing on plat
- Show all information identifying status of adjacent lands by dashed or dotted letters, number, and lines as
  - Adjoining subdivision name and recording information
  - Individual lot lines, lot numbers, street names, widths
  - Adjoining condominiums by name, county condominium subdivision plan number, recording info
  - Identify all roads, streets, alleys, walks, state trunk lines adjoining plat by name and total width
  - Identify railroads by name that adjoin plat
  - Label unplatted land adjoining plat that not in subdivision or condominium
  - Label all streets, roads, alleys, parks, or other grounds not dedicated to public as "private"
  - If proprietor intends to retain possession between intermediate traverse & water's edge – include statement

## Minimum Drafting Standards

- Intermittent watercourse or drainage ditch within plat shall be shown and easement provided for drainage purposes
- Water's edge
  - Bearings/distances of a closing intermediate traverse extending across plat crossing sidelines of shore lots
  - Dimension of sidelines of shore lots from street line to traverse line and from traverse line to water's edge at time of survey
  - Distances along traverse between intersections with sidelines of lots
  - Location of monuments at angle points of intermediate traverse
  - Surface elevation of lake at date of survey
  - Required floodplain information
  - Lots extending to water's edge shall be noted accordingly

## Minimum Drafting Standards

- abbreviations: - can have up to 4 additional

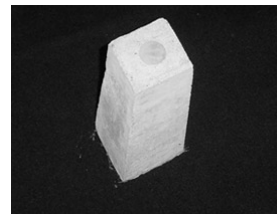
Avenue	Ave	Private	Pvt.
Boulevard	Blvd	Radial	R
Court	Ct	Radius	R
Easement	Esmt.	Railroad	RR
East	E	Range	R
Government	Gov't	Recorded	Rec.
Highway	Hwy	Reference Monument	Ref. Mon.
International Great Lakes Datum	IGLD	Right of Way	R/W or ROW
Liber	L	Road	Rd
Land Corner Recordation Certificate	LCRC	Sanitary	San.
Maintenance Monument	Maint. Mon.	Section	Sec
National Geodetic Vertical Datum	NGVD	South	S
North	N	Southeast	SE
Northeast	NE	Southwest	SW
Northwest	NW	Street	St
Number	No.	Subdivision	Sub
Page	P	Surface Drainage	Surf. Drn.
Point of Beginning	POB	Thence	th.
		Town	T
		Township	Twp
		Utility or Utilities	Util.
		West	W

## Minimum Drafting Standards

- All easements including public utility easements shall be shown as
  - Easements shall be labeled private according to act
  - Easement labels shall include purpose
  - Labels of recorded easements include liber & page and copy accompany final plat
  - Sidelines of easements shown using dashed or dotted line type
  - Easements located by dimensions as
    - Width of easement shall be shown
    - Where easement sideline used for location – dimension to nearest lot corners along intersected lot lines
    - If installed in ROW, written acknowledgement obtained at time of filing

## Approved Markers for Lot Corners and Public and Private Grounds

- In addition to lot markers described in act, surveyor may use iron or steel stake of any shape, but not less than 18” in length
  - Weight not less than 0.6 pounds per foot for lot markers
- Public and private grounds dedicated on plat – concrete monuments



## Surveyor's Certificates Contain

- Name of surveyor
- Description of land
  - Name of plat
  - Quarter section, government lot number, name of tract
  - Section number when applicable
  - Private claim number when applicable
  - Township and range when applicable
  - Name of municipality in parenthesis
    - Transfer agreement shall accompany final plat when applicable
  - Name of county
  - State of Michigan
  - Any part of original plat being replatted, if applicable
  - Description of exterior boundary
  - Name and liber and page or document number of abutting plats and condominiums
  - Statement that plat includes all lands between intermediate traverse line and water's edge if applicable
  - Number of lots, outlots, parks, and other grounds
  - Acreage shown to 1/10<sup>th</sup> of an acre

## Surveyor's Certificates Contain

- Date of certification
- Surveyors hand written signature
- Michigan license number and complete business mailing address
- Surveyor's seal (facsimile in durable, pigment based black ink shall be used)

I, \_\_\_\_\_ (a) \_\_\_\_\_, surveyor, certify:

That I have surveyed divided and mapped the land shown on this plat, described as follows:  
 \_\_\_\_\_ (b) \_\_\_\_\_.

That I have made such survey, land-division and plat by the direction of the owners of such land.

That such plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision of it.

That the required monuments and lot markers have been located in the ground or that surety has been deposited with the municipality, as required by the act.

That the accuracy of survey is within the limits required by the act.

That the bearings shown on the plat are expressed as required by f the act and as explained in the legend.

\_\_\_\_\_ (c) \_\_\_\_\_ (3) Print name of firm  
 Date address  
 \_\_\_\_\_  
 (Print principal's name, title and  
 license number)  
 \_\_\_\_\_ (d) (e) \_\_\_\_\_  
 Print name and license number

(f)  
 Surveyor's seal \_\_\_\_\_ (d) \_\_\_\_\_

Note: (a) to (f) refer to identically lettered paragraphs of the rule and (3) refers to paragraph (3) of the rules.