



Land Survey Requirements

General Requirements

A survey may be required to establish boundaries of parcels that are to be sold or acquired by the State Land Board (SLB). The only exception to this requirement for a survey of a parcel to be sold or acquired occurs when the parcel in question comprises a complete section(s) or lot(s), or protracted subdivisions of sections, such that the parcel can be definitely described by reference to the original public land surveys. Surveys may be required for other situations, such as Other Use leases (OTs) and Road Access Permits (RAPs) but the need for these surveys are determined on a case-by case basis.

The survey must be performed by a professional land surveyor who is duly licensed and registered in the State of Colorado, per CRS 12-25-201 et seq. The survey must be done in a workmanlike manner and compiled from actual field measurements.

Section corner monumentation must be set if none currently exists on the trust section(s) in question. Section corner ties that are more than one (1) mile away or are not located on trust lands may not be used.

Monumentation is not required for lineal types of rights-of-ways (e.g., roads, pipelines, etc); however, monumentation is required for surveys that enclose small parcels such as above ground structures and/or appurtenances such as pipeline metering stations, equipment pads, tower sites, reservoirs, etc. Section corner ties at the beginning and ending points are required in all cases. Surveys without section corner ties will not be accepted unless they fall under the following exception. Corner ties are not required for a legal description that covers a set width and distance along aliquot lines: e.g., the West 30 feet of Section 16..., or, the East 40 feet of the Southwest Quarter, etc. Provided, however, that found and/or set section corners are referenced on the plat and that the course of the legal description covers the entire aliquot parcel. If an applicant wants to run half way up a quarter section line and then exit trust lands, this exception will not apply.

Pre-construction surveys are required. However, as-built surveys that supplement pre-construction surveys can be authorized or may be required under certain circumstances. Any such exception is at the sole discretion of the SLB, and determined on a case-by-case basis.

The survey must be depicted on a drawing or plat that conforms to the minimum standards set below.

A paper copy of the drawing or plat (bluelines, laserprints, etc) must accompany the application to the SLB. The original mylar is not required for our records.



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Save the legal description (metes and bounds) in Microsoft Word format if possible, otherwise save in ASCII text. A CD or flash drive that contains the survey and all other documents in electronic format is required.

Minimum Standards: Plat* or Drawing

Sizes: Minimum = 8.5 x 11 (CAD only); 18 x 24 (manually drawn). Maximum = 24 x 36.

Show the proposed facility, using centerline or outer boundary described by metes and bounds; use bearings and dimensions to nearest .01 ft.; calculate and show the acreage.

Show any proposed or existing structures, encroachments or crossings of existing rights-of-way or potential conflicts with other boundaries.

Show the boundaries of the State trust lands involved.

Reference the nearest section or aliquot corner as "found" or "set" or "calculated" and provide ties from corners to the facility where it enters and leaves the trust lands (roads & utility lines).

Incorporate a complete text legal description of the subject onto the plat itself.

Provide surveyor's certificate and signature. The person signing the plat or drawing must be a professional surveyor, and attest that the survey was done by them or under their direct supervision.

Title block should contain the name of company or surveyor, address and date.

If monumented, comply with state law regarding filing requirements for survey plats, CRS 38-50-1 01.

Application must contain the ESRI compatible shape files (along with the projection file).

***Note: Plat vs. Drawing**

Current state law 38-51-102 defines a 'land survey plat' as depicting a 'monumented land survey.' However, the SLB does not always require a monumented survey (i.e., rights-of-ways). Consistent with this terminology, the term 'plat' as used here refers to a monumented survey, the term 'drawing' refers to an unmonumented survey. Regardless of method, by plat or drawing, the standards and requirements are exactly the same for SLB purposes.

State of Land Board
Department of Natural Resources
Right-of-Way Application Requirements

^ What are the application requirements?

1. \$500 Application Fee
 1. The following documents may be submitted in digital or paper format.
 2. Complete Application Form
 3. Survey
 4. ESRI compatible shape files (with projection data)
 2. Metes and Bounds description (In MS WORD format if submitted a digital format)
 3. Applications, supporting documentation, and payments can be submitted through the State Land Board's Customer Portal. Customers interested in using this online portal should call 303-866-3454 to set up an online account.
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