



## Requirements for Legal Descriptions, Depictions and Legal Description Closure and Traverse Reports

All legal descriptions, depictions and closure or traverse reports shall meet Town of Marana minimum review standards.

### ***Legal Descriptions & Depictions***

Legal Descriptions shall be clear, concise and tied to a section corner, quarter corner, brass cap or valid, established monument. Depictions shall be scaled, clearly representing the parcel described.<sup>1</sup> The Legal Description and Depiction require the following elements for any property utilized for easement, right-of-way encroachment, dedication, abandonment, release or license etc.:

***radial bearings (non-tangent) curves, bearings (tangent curves), distances, radii, central angles, dimensions, line/curve data for all calls<sup>2</sup> and total areas***

The Legal Description and Depiction shall be signed, dated and sealed by a Registered Land Surveyor.

### ***Closure and Traverse Reports***

Legal Description Closure or Traverse Reports are required with all submittals and are verified by Town staff; they shall include Point of Commencement (POC), Point of Beginning (POB) and Point of Terminus (POT). Closure or Traverse Reports are not a legal document nor substitute for a clear and accurate legal description. Closure and Traverse Reports shall reflect the same requirements as Legal Descriptions. Those calculated from GIS coordinates shall use the Marana GIS Data Standards.<sup>3</sup> Sole use of GIS coordinates, absent other data, is not accepted.

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<sup>1</sup> Council Actions or Administrative Procedures may require the submission of a Location Map(s). Contact Real Property for further information.

<sup>2</sup> Minimum requirements were determined by the mathematical constraints on verification programs in use by staff that default Left, Right or by Radial Bearing; these may require additional mathematical data for verification. Town requirements meet *Arizona Board of Technical Registration* guidelines. The requirements are subject to change with advances in technology.

<sup>3</sup> Refer to [www.marana.com](http://www.marana.com), Technical Services Department, GIS Division, Data Standards for more information.