

Santa Barbara Local Agency Formation Commission

LAFCO Requirements for Maps and Legal Descriptions

Effective January 5, 2005

Exhibit A (Legal Description)

1. Each legal description shall be labeled “Exhibit A”, and exactly bear the LAFCO title assigned to the project by the LAFCO staff.
2. Each boundary change proposed as part of a reorganization must have a separate legal description unless the boundaries affected by the reorganization are identical. If the boundaries are identical, one legal description will be sufficient provided that all ties to existing City and District boundaries are referenced.
3. Each legal description prepared by a Professional Land Surveyor or Registered Civil Engineer authorized to practice land surveying shall bear his or her signature, printed name, registration number, license expiration date and seal.
4. Each legal description must be written by either metes and bounds or by sectionalized description. When the description is by metes and bounds, all lines shall be described with bearings and distances written in a consistent direction (clockwise preferred). All curves shall be described by direction or concavity. Delta, arc length and radius length shall be listed, including radial bearing for all points of non-tangency.
5. The Point of Beginning must be referenced to an existing City or District boundary whenever possible.
6. Each course shall be numbered and labeled to match Exhibit B (the map).
7. The computed acreage shall be stated at the end of the legal description as “containing x.xx acres more or less”.
8. A blank space shall be provided for the signature, seal and approval block at the end of each legal description (1.75”h x 4.5”w).
9. Legal descriptions may be submitted in digital format, in addition to the printed copies, for filing with the State Board of Equalization. Descriptions should be saved as a .txt or .doc format.
10. The LAFCO Executive Officer must approve any variations to the items listed above.