



All Condominiums require a Condominium Plat Survey. The following are the minimum requirements for a City of Aspen Condominium Plat Survey:

- A final condominium plat survey shall be drawn with permanent ink on 3 or 4 mil thick Mylar. Two copies are to be submitted for recordation.
- Sheet size shall be 24 inches by 36 inches with a margin of 1 ½ inches on the left hand side and a ½ inch on the remaining three. **Architectural scales are not permitted.**
- Title of condominium plat survey shall be on the top center of front page in large letters not less than 1 inch tall.
- Directly under the title, clearly describe the purpose of the plat.
- Directly under the title, provide the legal description of property.
- If multiple sheets, provide an index of sheets and match lines.
- The name of the owner of the proposed Condominium and the person and firm preparing the plat.
- Surveyor's name, address and phone number.
- Field and recorded bearings and distances around the property. All curves shall be circular arcs and shall be defined by the radius, central angle, tangent, arc and chord distances.
- **Surveyor's certificate stating that the error of closure is less than 1/15,000.**
- Vicinity map showing the property surveyed in reference to nearby highway(s) or major street intersections (shown at a legible scale).
- Monuments placed (or a reference monument or witness to the corner) at all corners of the boundary of the property, unless already marked or referenced by an existing monument or witness to the corner.
- Legend of symbols, scale, and north arrow.
- Survey tied to two COA (City of Aspen, GPS Control Monumentation, dated 12-2-2009 on the Engineering website) monuments. Use 1988 NAVD datum.
- Basis of bearing.
- Overlaps and gores along the exterior of the boundaries. Explain how they were found.
- Legal description of property.
- Building(s) locations and dimensions with ties.
- Label easements and encroachments add reference numbers as applicable.
- List all documents used in the survey with recording information.
- Indication of access to a public rights-of-way on land such as curb cuts and driveways, and waters adjoining the surveyed tract.
- List common elements; limited and general common areas; i.e. sidewalks, parking, open space, etc.
- Plat Signature Block to say "reviewed by City Engineer."