

“Plat” or “Certificate of Survey” Checklist for Solid Waste Landfills in Kansas

February 10, 2015

Boundary surveys for Kansas landfill facilities are to be performed in accordance with the **Kansas Minimum Standards for Boundary Surveys**, adopted by the Kansas Society of Land Surveyors. Future Solid Waste Landfill Permits will indicate the permitted **facility permitted acreage (FPA)** and the permitted **disposal acreage (DA)** on the face of the Permit for a given facility. Therefore, it is essential that these acreages are accurately determined. The **FPA** is determined from boundary survey control, which is based on a Plat or Certificate of Survey prepared by a **Kansas- licensed Professional Land Surveyor (PLS)**.

For additional information and guidance on preparing surveys for the state, refer to the Kansas Department of Transportation (KDOT) Volume II Coordinating Section Survey Manual.

Prior to any field work and the preparation of a Plat or Certificate of Survey, hereinafter being referred to as “Plat,” the Landfill Owner/Permittee must provide the following information to the PLS, or have the PLS research and determine or provide:

1. A Certificate of Title for the landfill property. The Permittee is also advised to conduct a title search, deed search, and provide an abstract of title, title commitment, or chain of title to demonstrate *evidence of ownership* of the landfill property.
2. All known easements, including their type and extent (limits) within the FPA.
3. All rights of way.
4. Determine the existence of any encroachments, liens, reservations, servitudes, leases, gaps, overlaps, etc. in regard to the landfill property.

Step 1: “Plat”: A graphic representation of the survey as defined in KSA 74-7001 et seq.. In most cases, the **Plat** will be Sheet 2 of the landfill Permit Drawings.

Important: *Prepare a **Plat** and have it reviewed and accepted by KDHE-BWM before sealing and recording and filing with the County Register of Deeds Office.*

In the development of the landfill **Plat**, the PLS is responsible for direct supervision and must delineate and label:

1. North Arrow and scale (use a *convenient* engineering scale such as 1”=100’, 1”=50’, or 1”=20’.

2. Legend (be specific when explaining symbols and features). Use standard civil engineering symbols.
3. Public Lands Survey System (PLSS) corners using symbology with a descriptive Legend that indicates whether said corners were found or set. Also indicate which corners were used for control (KSA 58-2002 & 2005).
4. A Section Index Map, which is a separate small map of the Section(s) drawn to a scale of 1 inch=1000 feet. The location and limits of the landfill FPA is highlighted on the Section Index Map. Indicate which PLSS corners were found or set on the ground. State the Section, Township, and Range information beneath the Index Map.
5. The Point of Beginning.
6. The Basis of Bearings.
7. All easements and their limits within the FPA. Indicate the type of easement and the width of the easement.
8. All rights of way. Provide information about highway and roadway widths, roadway easements, openings, and railroad right of way widths (as applicable).
9. The type and location of all utilities. Call Kansas One Call (1-800-DIG-SAFE) to utility location services *statewide*.
10. The *type* of boundary line and the distance and bearing of each boundary line along the perimeter of the FPA (KSA 58-2004). The *type* of landfill boundary line is defined as follows:
 - a. A Property Line is a boundary line that separates the landfill property from an adjoining's property.
 - b. A Facility Boundary Line is a line that separates the landfill FPA from adjoining land owned by the landfill Owner/Permittee.
11. All adjoiners to the landfill property and their limits of ownership. Indicate their name, address and land use.
12. Coordinates for all of the Property Line and/or Facility Boundary corners. State Plane Coordinates are recommended. *Do not use negative coordinates*. Provide relevant data.
13. The character and location of all walls, buildings, fences, and other visible improvements within five (5) feet of each side of the boundary lines shall be noted.

14. Provide several Benchmarks for vertical control. Provide and reference datum benchmark information. An assumed datum is not acceptable. Delineate, number, and label several permanent benchmarks on the landfill site, and summarize their description, location, and elevation in a Table.
15. Submit a copy of the closure calculations (KSA 58-2004).
16. Legal Description of the Landfill Property (KSA 58-2005). Include the total area of the landfill facility (in acres). All legal descriptions must be prepared by a Kansas-licensed PLS.
17. General Notes as needed.
18. Date of survey.
19. Title Block of the firm in which the PLS is employed. Include the address and telephone number.
20. Submit two (2) hardcopies and a pdf of the **DRAFT Plat or Certificate of Survey** for review by KDHE-BWM.
21. Certification: Affix the seal, signature, and date by a Kansas-licensed Professional Land Surveyor (PLS).
22. Record and file the Plat in the appropriate County Register of Deeds Office *after* the Plat has been accepted by KDHE-BWM.
23. Insert a copy of the Official Plat to be included in the landfill Permit Drawings as Sheet 2, following the Title Sheet.

If you have any questions, please contact the KDHE-BWM Solid Waste Landfill Unit's Permit Manager for the facility.

(End of Checklist)