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**Rules of  
Department of Insurance,  
Financial Institutions and  
Professional Registration**

**Division 2030—Missouri Board for Architects,  
Professional Engineers, Professional Land Surveyors,  
and Professional Landscape Architects  
Chapter 19—Standards for Surveyor’s Real  
Property Report**

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**Title 20—DEPARTMENT OF  
INSURANCE, FINANCIAL  
INSTITUTIONS AND  
PROFESSIONAL REGISTRATION**

**Division 2030—Missouri Board for  
Architects, Professional Engineers,  
Professional Land Surveyors, and  
Professional Landscape Architects  
Chapter 19—Standards for Surveyor's  
Real Property Report**

**20 CSR 2030-19.010 Surveyor's Real Property Report**

*PURPOSE: This rule provides a uniform standard for a type of report used by the real estate industry to verify the location of improvements and to check for encroachments onto or from the subject property. This type of work has been referred to as spot survey house on lot survey and mortgage inspection report.*

(1) A registered land surveyor in Missouri shall not provide to any party a Surveyor's Real Property Report unless they are in the possession of a work order specified elsewhere in this chapter and signed by the borrower/purchaser indicating that they have been advised of the different types of surveying services available and the scope of each of these services. The required work order is to be initiated and signed during the loan application process. The Surveyor's Real Property Report is to be used only for residential, single-family detached dwellings; duplexes; triplexes and fourplexes with not more than one (1) dwelling structure per previously surveyed and recorded parcel or tract. The Surveyor's Real Property Report is not to be used for commercial, institutional, industrial buildings or multifamily dwelling which share a common entranceway or stairwell.

(2) Research and Records—The surveyor shall perform adequate research, maintain sufficient recorded documentation and provide the field crew with information necessary to locate the property in the field.

(3) Field Procedures—Detailed notes shall be taken on each Surveyor's Real Property Report and kept as a part of the surveyor's permanent records. A diligent search for existing control shall be made by the field crew and the highest order of monumentation available shall be used. Monumentation is defined as permanent and semi-permanent monuments described in the Minimum Standards for Property Boundary Surveys and other survey control, such as stones, axles, rebars, crosses and pipes. Occupation lines such as fence lines, hedge rows, mowing lines, are not considered monumentation

unless supported by survey control. The surveyor must obtain sufficient evidence relating to the property boundary to demonstrate general knowledge of the given area. Appropriate field instrumentation and measuring equipment needed to achieve the stated level of certainty shall be utilized. The norm would include (EDM), theodolite, transits, and measuring tapes.

(4) Form of Report—The report is a drawing of the parcel and it shall be furnished to the borrower/purchaser and shall show the following:

(A) Property lines with the boundary dimensions from the deed description or subdivision plat shall be shown;

(B) The monumentation accepted or adopted to locate and orientate the parcel, shall be shown or noted on the report;

(C) Permanent structures having fixed foundations or footings such as buildings and in-ground swimming pools, shall be located and dimensioned. Permanent structures shall be shown with a minimum of three (3) dimensions sufficient to locate the structure in relation to the property lines. Dimension offsets shall be shown perpendicular to straight property lines and radially to curved property lines. The level of uncertainty of these locations shall be shown in parentheses after each dimension or by means of a general note. Two (2) of the many possible examples are: 12.5' (or  $\pm 0.5'$ ) or 21' (or  $\pm 1'$ ) The uncertainty of all dimensions of permanent structures shall not be greater than one-tenth of a foot (0.1'). Walks and drives shall be shown graphically but need not be dimensioned. When the uncertainty of the dimensions to permanent structures is not precise enough for a positive determination, a property boundary survey shall be recommended to the borrower/purchaser and this recommendation shall be stated on the report;

(D) Means of access and platted setback lines shall be shown;

(E) Easements shown on the subdivision plat shall be shown. If documentation of other easements is provided the surveyor, they shall be shown together with their source;

(F) The posted address shall be shown, if not posted, so state;

(G) A north arrow and graphic scale shall be shown;

(H) Apparent encroachments shall be noted and shown in an obvious manner. When the uncertainty of dimensions to possible encroachments are not precise enough for a positive determination, a property boundary survey shall be recommended to the borrower/purchaser and shall be stated on the report;

(I) The sheet size for the report shall not be

less than eight and one-half inches by eleven inches (8 1/2"  $\times$  11"). Lettering size on the report shall not be smaller than eight-hundredths of an inch (0.08") in height;

(J) The following caption shall appear prominently on the drawing with minimum letter size of seventeen-hundredths of an inch (0.17"): Surveyor's Real Property Report; and

(K) If the certification and the drawing are on two (2) separate pieces of paper, it shall be so indicated. (For example: page 1 of 2, page 2 of 2).

(5) Certification—A Surveyor's Real Property Report shall not contain the word survey in any part of the report except as required in this standard, and must contain the following:

(A) The name, address and telephone number of the surveyor responsible for the report and the name of the party who ordered the work;

(B) A statement that the report was either conducted by the land surveyor or under his/her immediate personal supervision, the date the report was made and the real property description or the public record reference of the property shown in the report;

(C) A statement that the accompanying drawing is a representation of the conditions that were found at the time of the inspection and that the report does not constitute a property boundary survey and is subject to any inaccuracies that a subsequent property boundary survey may disclose. It shall state the fact that no property corners were set, and that the information shown on the drawing should not be used to construct any fence, structure or other improvements. If the property dimensions are based upon unverified recorded or deed information, this shall be so stated. Include notification that the land surveyor is not extending a warranty to the present or future owners or occupants; and

(D) The land surveyor shall sign, seal and date the report.

*AUTHORITY: section 327.041, RSMo Supp. 2005. \* This rule originally filed as 4 CSR 2030-19.010 Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-19.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.*

*\*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001.*

**20 CSR 2030-19.020 Required Work Order Form**

*PURPOSE: This rule states the information given below must be contained in the work order form. The surveyor may want to include other data in the form.*



**WORK ORDER**

Please read carefully and indicate the type of service you wish to order.

. . . Surveyor’s Real Property Report: It is a location of improvements and cursory check for encroachments onto or from the subject property based on existing but not confirmed evidence. This does not constitute a boundary survey and is subject to any inaccuracies that a subsequent boundary survey may disclose. No property corners will be set and it should not be used or relied upon for the establishment of any fence, structure or other improvement. No warranty of any kind is extended therein to the present or future owner or occupant.

. . . Property Boundary Survey with Location of Improvement: A boundary survey of the subject property will be made and the property corners will be located and verified or reset. The improvements on the property will be located and encroachments onto or from the subject property will be determined. This survey can be used by the property owner for the construction of a fence or other improvements. The survey will meet “Minimum Standards for Property Boundary Surveys.”

. . . ALTA/ACSM (American Land Title Association/American Congress on Surveying and Mapping) Land Title Survey: This is the most comprehensive type of survey and improvement location. It covers all the aspects of the boundary survey and improvement location and identification for any additional evidence of possession or use which could be adverse to the interests of the purchaser. This type of survey is normally only performed on commercial property because of the expense involved.

I (We), the undersigned, have read, understand and have indicated the type of service desired and have authorized the work to be performed and agree to be responsible for the bill for this survey.

Borrower/Purchaser \_\_\_\_\_ Date \_\_\_\_\_

Lender \_\_\_\_\_

Ordered by \_\_\_\_\_

Common address \_\_\_\_\_

Legal description \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_



*AUTHORITY: section 327.041, RSMo Supp. 1993.\* This rule originally filed as 4 CSR 30-19.020. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-19.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.*

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