

**ENGINEERING DEPARTMENT**  
**Certificate of Correction**  
**Submittal**  
**Check List**

---

All of the items listed below are mandatory for a complete submittal. Your submittal will be returned, unchecked, until all required items are submitted.

**SUBMIT LEGIBLE PHOTOCOPIES. FACSIMILE COPIES ARE NOT ACCEPTABLE.**

1.  Payment of application fee
2.  1 copy of approved "Conditions of Approval", if applicable
3.  2 copies of completely filled out "Certificate of Correction". (Original signed certificate and original acknowledgement(s) are not needed until after the City has completed the plan checking of the documents.)
4.  1 copy of "Preliminary Title Report" (not more than 30 days old)
5.  1 copy of closure calculations, if applicable
6.  1 set of supporting documents and maps- **(DOCUMENTS MUST BE LEGIBLE):**
  - Referenced record maps ( full size 18"x 26" suggested )
  - Assessor's parcel map ( full size 11"x 17" suggested )
  - All other documents such as deeds, lot line adjustments, easements, dedications, vacations, etc...
7.  Other: \_\_\_\_\_

**ENGINEERING DEPARTMENT**  
**Certificate of Correction**  
**Exhibit "A" (Legal Description)**  
**Check List**

---

1.  Use font size equal to 1/10 of one inch, minimum
2.  Explain the purposes for the corrections
3.  Specify the sheet numbers of the map where the corrections will apply
4.  The words "**and B**" on the Certificate of Correction form may be removed, if an Exhibit "B" is not needed
5.  Highlight the proposed corrections on the copy of the map which is supplied for reference
6.  Show the APN numbers of the parcels affected by the proposed corrections
7.  Show the date of the preparation of the document
8.  Show the name of the RCE\* or PLS in the signature block
9.  Show the seal, expiration date and signature
10.  Other: \_\_\_\_\_

\*If a civil engineer prepares the documents, then their registration must be prior to January 1<sup>st</sup>, 1982.

**ENGINEERING DEPARTMENT**  
**Certificate of Correction**  
**Exhibit "B" (Plat)**  
**Check List**

---

1.  Use font size equal to 1/10 of one inch, minimum
2.  Show the details of the corrections, to scale
3.  Specify the sheet numbers of the map where the corrections will apply
4.  The words "**and B**" on the Certificate of Correction form may be removed, if an exhibit B is not needed
5.  Show bearings and distances in the same direction as the north arrow
6.  Show north arrow
7.  Show scale
8.  Show legend
9.  Show the date of the preparation of the document
10.  Show the firm's name, address and phone number of person preparing document
11.  Show the name of the RCE\* or PLS in the signature block
12.  Show the seal, expiration date and signature
13.  Submit a closure calculations report with a cover sheet including: date of preparation, project number, name and address of engineer or land surveyor, seal and signature
14.  Highlight the proposed corrections on the copy of the map which is supplied for reference

\*If a civil engineer prepares the documents, then their registration must be prior to January 1<sup>st</sup>, 1982.

Atlas Sheet: \_\_\_\_\_ File: \_\_\_\_\_  
Prepared By: \_\_\_\_\_  
Checked By: \_\_\_\_\_  
No. of Parcels Involved \_\_\_\_\_  
Assessor's Parcel #: \_\_\_\_\_

Recording requested by City of Ontario,  
and when recorded mail to:

City Clerk  
City of Ontario  
303 East "B" Street  
Ontario, CA 91764

(SPACE ABOVE THIS LINE FOR RECORDER'S USE)

### CERTIFICATE OF CORRECTION

#### CITY OF ONTARIO, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

The following corrections or additions are hereby made to the final map of Tract/Parcel No. \_\_\_\_\_, as filed in book \_\_\_\_\_, page(s) \_\_\_\_\_ of maps in the Office of the Recorder of San Bernardino County, State of California.

#### **SEE ATTACHED EXHIBITS "A" AND "B"**

##### ENGINEER'S/SURVEYOR'S CERTIFICATE

I, \_\_\_\_\_, do hereby certify that I have prepared this Certificate of Correction or it was prepared under my direction and the changes hereon are as provided for in Section 66469 of the Subdivision Map Act.

Date: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Engineer/Surveyor, RCE or LS No. \_\_\_\_\_

##### CITY ENGINEER'S CERTIFICATE

I, Louis Abi-younes, City Engineer of the City of Ontario, do hereby certify that I have examined these changes made and are as set forth in Sections 66469 and 66470 of the Subdivision Map Act.

Date: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Louis Abi-younes P.E. / City Engineer

(SEAL)

(SEAL)

Names of the present fee owners of property affected by the correction or additions *(Add extra sheets if needed)*:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name



**LARRY WALKER**  
Auditor/Controller - Recorder

866 Orange Coast Title Co.

Doc #: 2008-0036302



Titles: 1 Pages: 2  
Fees 13.00  
Taxes .00  
Other .00  
PAID 13.00

**RECORDING REQUESTED BY:**

City of Ontario  
Engineering Department  
303 East "B" Street  
Ontario, CA 91764

**AND WHEN RECORDED MAIL TO:**

City Clerk  
City of Ontario  
303 East "B" Street  
Ontario, CA 91764

EXEMPT RECORDING FEES GOVERNMENT CODE SECTION 6103 & 27383

(SPACE ABOVE THIS LINE FOR RECORDER'S USE)

**CERTIFICATE OF CORRECTION**

**CITY OF ONTARIO, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA**

The following corrections or additions are hereby made to the final map of Parcel No. 16246, as filed in Book, 209 page(s) 85-87 of maps in the Office of the Recorder of San Bernardino County, State of California.

**SEE ATTACHED EXHIBIT A**

**ENGINEER'S/SURVEYOR'S CERTIFICATE**

I, Richard P. Josenhans, do hereby certify that I have prepared this Certificate of Correction or it was prepared under my direction on August 14, 2007 and the changes hereon are as provided for in Section 66469 of the Subdivision Map Act.

*Richard P. Josenhans*  
Richard P. Josenhans PLS 5846  
Expires: 12-31-08



**CITY ENGINEER'S CERTIFICATE**

I, John P. Sullivan, City Engineer of the City of Ontario, do hereby certify that I have examined these changes made and are as set forth in Section 66469 of the Subdivision Map Act.

Date 12-20 2007  
*John P. Sullivan*  
City Engineer, City of Ontario, RCE No. 24079  
Expires: 12-20-07



Present fee owners of property affected by the correction or additions (Add extra sheets if needed):

**PARCEL 1-BAKKEN WINEVILLE PROPERTIES, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY**

**PARCEL 2-PETER M. DITTEMORE AND MARY DITTEMORE, husband and wife as joint tenants.**

**PARCEL 3-GREGORY J. KLOSS, an unmarried man**

**PARCEL 4-JMS WINEVILLE, LLC A CALIFORNIA LIMITED LIABILITY COMPANY**

Last Updated: 06/2007

2007-001

Last Updated 10/2009

**SAMPLE**

Cert. of Corr. Process-Sheet 6

**CERTIFICATE OF CORRECTION**  
**Parcel Map No.16246**  
**EXHIBIT "A"**

**SHEET 2 OF 3 OF PARCEL MAP NO.16246**

**Parcel 1-** The northerly terminus of L25 shown as N00° 19' 00"E 156.78' was set with lead and brass tag LS5846 instead of 1" I.P.

The northerly terminus of L22 shown as N14° 52' 17"E 72.91' was set with two 4' offsets points set with lead and brass tag LS5846, instead of 1" I.P..  
Offset points set northeasterly and southeasterly of point.

The northerly terminus of L20 shown as N00° 13' 52"E 4.24' was set with lead and brass tag LS5846 instead of 1" I.P.

**Parcel 2-** The southerly and northerly terminus of L24 shown as N00° 19' 00"E 23.03' was set with lead and brass tag LS5846 instead of 1 " I.P.

**Parcel 3-** The north east corner was set with lead and brass tag LS5846 instead of 1" I.P.. The south east corner was set with lead and brass tag LS5846 instead of 1" I.P.

**Parcel 4-** The northerly and southerly terminus of L14 shown as N22° 17' 57"E 30.29' was set with lead and brass tag LS5846 instead of 1 " I.P.

**SAMPLE**