

SURVEY WORK REQUIREMENTS

Survey work on North Dakota School Trust Land requires the following:

1. An online application from the company (Grantee) (or the survey/engineering company on behalf of the company) for each proposed project and,
2. An active “Planning and Preconstruction Survey” permit must be held by the survey/engineering company completing survey work. Please see below for more information.

To obtain a Planning and Preconstruction Survey Permit, the survey/engineering company must:

1. Submit an online application requesting a Planning and Preconstruction Survey permit
2. Submit the application fee and permit consideration.

The permit is valid only for the personnel of the survey/engineering company that obtained the permit and has a five-year term. When the permit expires, a new permit must be obtained.

- The applicant requesting a right of way must consult with NDDTL for proper siting of the proposed project prior to survey commencement. This step saves time, effort, and money for those involved.
- It is the applicant’s responsibility to accurately locate any existing infrastructure that the proposed route(s) parallel or intersect
 - If the applicant fails to accurately locate existing infrastructure and a problem occurs during construction, the applicant must cease construction and immediately contact NDDTL to report; the applicant will be responsible for any additional surveys or fees that arise.

SURVEY PLAT GUIDELINES

All Surveys:

- Completed at survey grade
- Signed and dated by a ND registered certified land surveyor
- Contain a legal description (county, township, range, section, quarter section)
- Drawn to scale and contain a scale and compass
- Tie all POB/POT to found corners

Centerline Surveys:

- Easement Widths:
 - 33 feet permanent (16.5 feet on either side of the centerline)
 - 17 feet temporary work space on the working side
- Detailed view or callouts that depict the location(s) of each type of line in relation to the centerline where that type of line is to be built (ie, if the single centerline has two size/material pipelines or if the centerline is for multiple pipelines); it may be necessary to depict and describe each segment separately.
- Bore segments, requested additional temporary workspace, construction access routes, and above ground appurtenances (if applicable)
 - (Appurtenances must be located within the permanent easement width; include metes and bounds description tied to the centerline survey)
- Near prominent features such as existing lines, roads, well pads, drainages/wetlands, trees, fences, archaeological sites, etc.
- Latitude and longitudes of P.I.'s, angles/bearings, and distances between P.I.'s, etc.
- Footage/acreage per quarter section on the plat (it is helpful to place a P.I. on each quarter section crossed)
- Total footage/acreage in the narrative

Required File Types:

- PDF: Survey plats
 - Font size must be greater than 10 point
 - Any shading used must be reproducible
- Microsoft Word: Survey narratives
- ESRI compatible shapefile / KML file
 - (Projection data must be in NAD 1983 State Plane North Dakota South FIPS 3302 Feet)

Road and/or Temporary Workspace Surveys:

- Depict the width & length for each permanent area(s) and temporary area(s) requested
 - Anything outside of the statute granted 33-foot area must be acquired via easement or temporary construction/slope permit and depicted and described in a survey.
- Depict the access points/approaches to be constructed for tract access (one per section quarter)
- Depict near prominent features such as existing utility lines, roads, well pads, drainages/wetlands, trees, fences, archaeological sites, etc.
- Footage(s)/acreage(s) for each permanent and temporary area(s) per quarter section on the plat
- Total footage(s)/acreage(s) for each permanent and temporary area(s) in the narrative
- If a centerline description is used: latitude and longitudes of P.I.'s, angles/bearings, and distances between P.I.'s, etc.

Off-Lease Activity Surveys:

- Well plat packages for each well bore proposed for the location that shows the name of the well, surface and bottom hole locations of each well, and spacing unit to be produced by each well bore (*must match NDIC information)
- Metes & Bounds of the fenced area
- Topsoil location and measurements
- Centerline of any associated roads (see information above for centerline and/or road surveys)
- Footage(s)/acreage(s) for each permanent and temporary area(s) per quarter section per each part of the project on the plat

On-Lease Activity Surveys:

- Well plat packages for each well bore proposed for the location that shows the name of the well, surface and bottom hole locations of each well, and spacing unit to be produced by each well bore (*must match NDIC information)
- Metes & Bounds of the fenced area
- Topsoil location and measurements
- Centerline of any associated roads and flowlines (see information above for centerline surveys)
- Footage(s)/acreage(s) for each permanent and temporary area(s) per quarter section per each part of the project on the plat

** This document is meant only as a guide. Additional items may be required.*

If you feel that your project does not fit any of the above items, please contact DTL for guidance.

g:\surface\row\surveys - row\survey guidelines\proposed 2021 updates to survey guidelines.docx