



PUBLIC SERVICE EASEMENTS



City of Redding
777 Cypress Avenue
Redding CA 96001
Telephone:
(530) 225-4170
FAX: (530) 245-7024

Offered to the City of Redding as a Condition of Property Development

This information provides basic guidelines for preparation of **Public Service Easements** which are intended to be granted to the City of Redding. City utilities and other facilities must be contained within City property, public thoroughfares, or easements acquired for the purpose. An easement provides the legal basis for that utility or facility to occupy the land upon which it is to be placed.

In general, each easement document should be prepared by a land surveyor or civil engineer currently licensed in California to practice land surveying.

PRIOR TO OBTAINING SIGNATURES on Easement Deeds, all documents are to be submitted to the City of Redding to check their form and content.

After all corrections have been made and signatures obtained, the City will record documents with the City's Acceptance Certificate.

Sample 1 is a **Public Service Easement for Utilities** and **Sample 2** is a **Public Service Easement for Utilities and Street Right of Way**. These samples depict the format currently acceptable to the City of Redding. Please followed the examples as closely as possible to assure an acceptable document on first submittal. Areas of the text appearing in ***bold italics*** indicate the data and text which would necessarily be different with regard to other parties/properties. For any other easement, please contact the City Surveyor at 245-7173 for instructions.

The City also requires:

1. **A Preliminary Title Report**, no older than 90 days, for each property affected by the easement. (*This report assures that the person(s) conveying the easement are the owner(s) of record and demonstrates any additional party interest in the property to be affected by the easement.*)
2. **Consents to Easement** (Sample 3) must be provided for each Deed of Trust or lien holder of record indicated in the submitted preliminary title report. (*Note: each consent and easement document must be properly signed and notarized.*)

The Shasta County Recorder requires recording fees be paid for Consents to Easements (\$5 base fee plus \$3 per page) A check made payable to Shasta County Recorder must be submitted with the final documents.

3. The current **Shasta County Assessor's parcel number** (APN) must be noted on each sheet of the easement document.
4. A **legal description** (Exhibit A) of the property.
5. A well drafted, **original sketch** (Exhibit B) must be included as part of the easement document. The sketch shall:
 - a. Be on 8 ½ x 11 white bond paper with a 1-inch border on the top edge, and ½-inch borders on the other three edges. All lettering to be 1/8-inch or larger.
 - b. Have a north arrow and indication of the engineer's scale used to draw the sketch.
 - c. Show the date of easement (month/year).

- d. Depict the easement area by crosshatching.
- e. Show the property ownership name(s) making conveyance. (*Note: the names must match the submitted title report ownership vesting information.*)
- f. Show sufficient information to accurately locate the easement including ties to section corners, subdivision names (if applicable), recording information, street names, bearings and distances relevant to the location of the easement.
- g. Include the seal and signature of the land surveyor or civil engineer authorized to practice land surveying in California.

It is understood that not all public service easements offered to the City will neatly fit all of the foregoing criteria and that subtle variance, from that described above, may be necessary. This information is provided to give the author insight into how best to satisfy the City's easement provision criteria. This should assist in minimizing both time and cost to all parties.

Questions or concerns regarding the easement process may be directed to the City Surveyor at 245-7173.

RECORDING REQUESTED BY:
City of Redding

WHEN RECORDED RETURN TO:
City Clerk
City of Redding
777 Cypress Avenue
Redding, CA 96001

SAMPLE 1

**PUBLIC SERVICE EASEMENT
FOR UTILITIES**

**Note: This box must be 4" wide & 2-1/2" high to
accommodate Recorders stamp**

APN: _____

THE AREA ABOVE IS RESERVED FOR RECORDER'S USE

EASEMENT DEED

THE UNDERSIGNED GRANTOR DECLARES:

Documentary Transfer Tax - NONE
City of Redding EXEMPT - Rev. & Tax. C.A. § 11922
NO FEE - CITY BUSINESS - Gov. Code § 6103

FOR VALUABLE CONSIDERATION, the receipt of which is hereby acknowledged, _____ *[use exact name(s) as they appear on the title]*, Grantor, **HEREBY GRANTS** to the **CITY OF REDDING**, a Municipal Corporation, Grantee, a permanent easement in and to the real property situate, lying and being in the City of Redding *[take out if not in the City]*, County of Shasta, State of California, described in Exhibit A and shown on Exhibit B attached and made a part hereof by reference.

THE PURPOSE(S) OF THE EASEMENT shall be to erect, install, construct, remove, repair, replace, reconstruct, maintain and use, for public service purposes, any and all materials, fixtures, appliances, equipment, pipes, pipelines, wires and cables (including fiber optics) necessary for the transmission, distribution and delivery of electricity, water, sewer, storm water, gas, cable television, communication and information service utilities over, along, upon, under and across the parcel of real property described in Exhibit A and shown on Exhibit B.

GRANTOR FURTHER GRANTS TO GRANTEE the right to:

1. Grant said easement or a portion thereof to other public utilities or public agencies;
2. Review and control the planting, trimming, maintenance and/or removal of any trees or other plants within said easement; and
3. Enter upon said easement for the purpose of construction, replacement, maintenance and repair of any and all public service facilities and appurtenances within said easement. Grantee shall have the further right to pass through the contiguous real property of Grantor for access to the easement.

DATED: _____, 20____.

ADD SIGNATURE(S) AND NOTARY FORM(S)

RECORDING REQUESTED BY:
City of Redding

WHEN RECORDED RETURN TO:
City Clerk
City of Redding
777 Cypress Avenue
Redding, CA 96001

SAMPLE 2

**PUBLIC SERVICES EASEMENT FOR
UTILITIES AND STREET RIGHT OF WAY.
(Do not use if street is to be owned in fee)**

**Note: This box must be 4" wide & 2-1/2" high to
accommodate Recorders stamp**

APN: _____

THE AREA ABOVE IS RESERVED FOR RECORDER'S USE

EASEMENT DEED

THE UNDERSIGNED GRANTOR DECLARES:

Documentary Transfer Tax - NONE
City of Redding EXEMPT - Rev. & Tax. C.A. § 11922
NO FEE - CITY BUSINESS - Gov. Code § 6103

FOR VALUABLE CONSIDERATION, the receipt of which is hereby acknowledged, _____ *[use exact name(s) as they appear on the title]*, Grantor, **HEREBY GRANTS** to the **CITY OF REDDING**, a Municipal Corporation, Grantee, a permanent easement in and to the real property situate, lying and being in the City of Redding *[take out if not in the City]*, County of Shasta, State of California, described in Exhibit A and shown on Exhibit B attached and made a part hereof by reference.

THE PURPOSE(S) OF THE EASEMENT shall be for street right of way, including sidewalks and appurtenances, and to erect, install, construct, remove, repair, replace, reconstruct, maintain and use, for public service purposes, any and all materials, fixtures, appliances, equipment, pipes, pipelines, wires, cables, including fiber optics, necessary for the transmission, distribution and delivery of electricity, water, sewer, storm water, gas, cable television, communications and information service utilities over, along, upon, under and across the parcel of real property described in Exhibit A and shown on Exhibit B.

GRANTOR FURTHER GRANTS TO GRANTEE the right to:

1. Grant said easement or a portion thereof to other public utilities or public agencies;
2. Review and control the planting, trimming, maintenance and/or removal of any trees or other plants within said easement; and
3. Enter upon said easement for the purpose of construction, replacement, maintenance and repair of any and all public service facilities and appurtenances within said easement. Grantee shall have the further right to pass through the contiguous real property of Grantor for access to the easement.

DATED: _____, 20__.

ADD SIGNATURE(S) AND NOTARY FORM(S)

RECORDING REQUESTED BY:
City of Redding

WHEN RECORDED RETURN TO:
City Clerk
City of Redding
777 Cypress Avenue
Redding, CA 96001

**SAMPLE 3
CONSENT TO EASEMENT**

Note: This box must be 4" wide & 2-1/2" high to accommodate Recorders stamp

APN: _____

THE AREA ABOVE IS RESERVED FOR RECORDER'S USE

CONSENT TO EASEMENT

WHEREAS, _____ is the Trustee, and _____ is the Beneficiary, under that certain Deed of Trust dated _____ and recorded on _____ as Instrument No. _____, Official Records of Shasta County ("Deed of Trust"); and

WHEREAS, the owner of the property as described in the Deed of Trust, _____, has executed an Easement Deed conveying a portion of the property covered by the Deed of Trust to the City of Redding for an easement for public service purposes, and all necessary appurtenances thereto, as may be required over, along, upon, under and across the parcel of real property described in Exhibit A and shown on Exhibit B attached hereto and made a part hereof by this reference (the "Easement").

NOW, THEREFORE, the Beneficiary under the Deed of Trust hereby consents to the Easement and to the payment to Grantor thereunder of all money payable under the terms thereof, if any; and subordinates its rights under the Deed of Trust as and to the rights granted to the City of Redding under the Easement.

IN WITNESS WHEREOF, the Trustee **OR** the Beneficiary of the Deed of Trust hereby executes this Consent to Easement this _____ day of _____, 20____.

_____, **Trustee**

_____, **Beneficiary**

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

ADD NOTARY FORM

A.P. NO. 989-099-99

EXHIBIT A

That real property situated in the City of Redding, County of Shasta, State of California, more particularly described as follows:

The northerly 5.00 feet of Lot 13, Honeymooner Heights, Unit 1, filed for record in Book 18 of Maps at Page 99, Shasta County Records.

SAMPLE

**LICENSED LAND SURVEYOR'S
OR CIVIL ENGINEER'S SEAL
WITH EXPIRATION DATE AND
SIGNATURE.**



