

Procedure for Easement Deeds with County as Grantee

I. Procedure

- A. Property owner has easement deed prepared (do not get signature(s) acknowledged yet).
 - 1. Easement Deed
 - a) Recording Requested By and When Recorded Mail To:
County of Del Norte
Community Development Department
981 H Street, Suite 110
Crescent City, CA 95531
- B. Property owner has description of easement prepared by a California licensed land surveyor.
- C. Property owner has filled out easement deed with description reviewed by the Office of the County Clerk/Recorder to verify minimum content to record easement deed is present. (Acknowledged signature(s) and certificate of acceptance should be missing.)
- D. Property owner submits easement deed (do not get signature(s) acknowledged yet) with description to Engineering and Surveying Division for review.
- E. Engineering and Surveying Division reviews easement deed with description to determine if it is acceptable or revisions are needed.
- F. Easement deed with description is returned to property owner. Revisions may be necessary before obtaining acknowledged signature(s) on the easement deed.
- G. Property owner obtains an acknowledged signature(s) on the easement deed and submits original easement deed with original attachments to the Engineering and Surveying Division.
- H. Engineering and Surveying Division verifies easement deed and attachments have been returned.
 - 1. Easement Deed
 - 2. Description
 - 3. Acknowledgement
- I. County Engineer completes and attaches certificate of acceptance.
- J. Engineering and Surveying Division records easement deed with attachments pursuant to Government Code 27383 (not Government Code 6103) resulting in no fee to record document.

II. Attachments and Examples

- A. Required Content to Record – Easement (verify with Clerk-Recorder's Office)
- B. Example 1 – Doc # 20250127 – Malone Road
- C. Example 2 – Doc # 20250356 – Buzzini Road

REQUIRED CONTENT TO RECORD

NAME ADDRESS CITY, STATE/ZIP	RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO	Added 2017 space above this line for Recorder's use only
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TITLE OF DOCUMENT

SAMPLE

Title	Easement
Purpose	An interest in land owned by another that entitles the holder to a specific limited use, such as laying a sewer, putting up electrical lines or crossing the property.
Requirements	1. Name(s) of grantor(s) 2. Name(s) of grantee(s) 3. Description/identification of real property 4. Documentary transfer tax declaration 5. Certificate of Acceptance if being granted to a political or government agency for public purposes 6. Signature(s) of grantor(s) 7. Signature(s) acknowledged Document type <u>may</u> require a Preliminary Change of Ownership Report and permits \$20.00 penalty per Assessor/Recorder Agreement
Fees	Regular fee and possible Documentary Transfer Tax transaction
Legal References	Govt. - 27280, 27281 (certificate of acceptance), 27287 (ack) R & T 480.3 (PCOR), 11932 (DTT)
Comments	Document may be drafted as an agreement or a deed.
Index	Local Use
Grantor = Grantor(s) Grantee = Grantee(s)	Ordinances/Opinions

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EXAMPLE 1 – PAGE 1 OF 4

LOGS
FILE

Filed & Recorded in Official Records
of County of Del Norte
Alicia Northrup
Clerk & Recorder

DOC# 20250127

Filed by:
DEL NORTE CO-COMMUNITY DEVELOPMENT DEPARTMENT
01/17/2025 02:53 PM
Titles: 1 Pages: 4
Total Fees: \$0.00

RECORDED AT THE REQUEST OF AND RETURN TO:

County of Del Norte
Community Development Department
Engineering and Surveying Division
981 H Street, Suite 110
Crescent City, CA 95531

No fee pursuant to Gov't. Code §27383

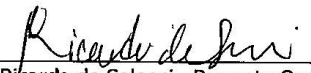
APN: 110-240-007
Documentary Transfer Tax: \$0.00

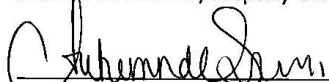
SB2 EXEMPT
NO FEE

Easement Deed

For a valuable consideration, receipt of which is hereby acknowledged, grantor(s) Ricardo de Solenni and Autumn de Solenni as Ricardo de Solenni and Autumn de Solenni, Trustees of the Ricardo de Solenni and Autumn de Solenni 2012 Trust, hereby grant(s) to the County of Del Norte, a legal subdivision of the State of California, the following road and utility easement in the community of Crescent City, County of Del Norte, California as shown on Exhibit "A" attached hereto and made a part hereof.

Date: 1/16/2025


Ricardo de Solenni, Property Owner


Autumn de Solenni, Property Owner

EXAMPLE 1 – PAGE 2 OF 4

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EXHIBIT A

AN EASEMENT FOR ROAD AND UTILITY PURPOSES OVER THE LAND CONVEYED BY GRANT DEED TO RICARDO DE SOLENNI AND AUTUMN DE SOLENNI, TRUSTEES OF THE RICARDO DE SOLENNI AND AUTUMN DE SOLENNI 2012 TRUST, RECORDED UNDER DOCUMENT NUMBER 20215420 AT THE OFFICE OF THE DEL NORTE COUNTY RECORDER ON NOVEMBER 17, 2021 MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A STRIP OF LAND LYING 30 FEET SOUTHEAST OF AND PARALLEL TO THE FOLLOWING DESCRIBED LINE:

BEGINNING AT THE NORTHWESTERLY CORNER OF SAID LANDS;

THENCE ALONG THE NORTH PROPERTY LINE, SOUTH 74° 50' EAST, A DISTANCE 100.00' TO A POINT OF TERMINUS AT THE NORTHEASTERLY CORNER OF SAID LANDS.

THE SIDELINES OF SAID STRIP SHALL BE PROLONGED OR SHORTENED TO BEGIN ON THE WESTERLY BOUNDARY OF SAID LANDS END ON THE EASTERLY BOUNDARY OF SAID LANDS;

CONTAINING 3000.00 SQUARE FEET MORE OR LESS.

THIS DESCRIPTION IS BASED ON RECORD DATA ONLY.

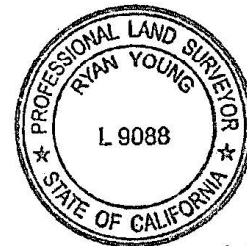
PREPARED BY:



RYAN YOUNG, L.S. 9088

STOVER ENGINEERING
JN 4928

APN 110-240-007-000



1/14/25

EXAMPLE 1 – PAGE 3 OF 4

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ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

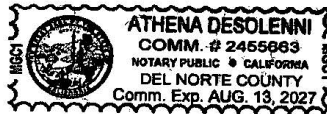
County of Del Norte

On January 16, 2024 before me, Athena de Solenni, Notary Public
(insert name and title of the officer)

personally appeared Athena de Solenni and Ricardo de Solenni
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



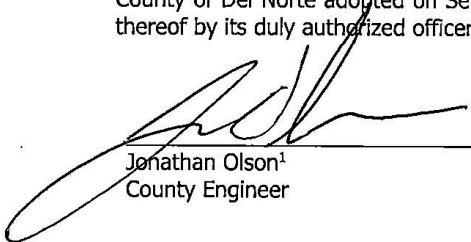
Signature Athena de Solenni (Seal)

EXAMPLE 1 – PAGE 4 OF 4

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Certificate of Acceptance

This is to certify that the interest in the real property conveyed by the easement deed dated January 16, 2025 from Autumn de Solenni and Ricardo de Solenni, Trustees of the Ricardo de Solenni and Autumn de Solenni 2012 Trust to the County of Del Norte, a governmental agency is hereby accepted by the undersigned officer on behalf of the Board of Supervisors pursuant to authority conferred by Del Norte County Code § 12.04.035 of the Board of Supervisors of the County of Del Norte adopted on September 23, 1997, and the grantee consents to recordation thereof by its duly authorized officer.


Jonathan Olson¹
County Engineer

1/17/2025
Date

¹ Signature need not be acknowledged by notary public.

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6/11

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**RECORDED AT THE REQUEST OF
AND RETURN TO:**

County of Del Norte
Community Development Department
Engineering and Surveying Division
981 H Street, Suite 110
Crescent City, CA 95531

Filed & Recorded in Official Records
of County of Del Norte
Alissia Northrup
Clerk & Recorder

DOC# 20250356

Filed by:
DEL NORTE CO-CDD
02/11/2025 11:26 AM
Titles: 1 Pages: 5
Total Fees: \$0.00

**SB2 EXEMPT
NO FEE**

No fee pursuant to Gov't. Code §27383

APN: 106-021-057

Documentary Transfer Tax: \$0.00

Easement Deed

For a valuable consideration, receipt of which is hereby acknowledged, grantor Rosemary Reed, a widow, hereby grant(s) to the County of Del Norte, a legal subdivision of the State of California, the following road and utility easement in the community of Crescent City, County of Del Norte, California as shown on Exhibit "A" and "B" attached hereto and made a part hereof.

Date: 12-17-24



Rosemary Reed, Property Owner

EXAMPLE 2 – PAGE 2 OF 5

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KILLOPS LAND SURVEYING
120 SURFSOUND COURT
SMITH RIVER, CALIFORNIA 95567

EXHIBIT "A"
LEGAL DESCRIPTION
ROAD AND UTILITY EASEMENT

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 17 NORTH, RANGE 1 WEST, HUMBOLDT BASELINE AND MERIDIAN, COUNTY OF DEL NORTE, STATE OF CALIFORNIA, BEING AN EASEMENT, WITH A RIGHT OF IMMEDIATE ENTRY AND CONTINUED OCCUPATION, FOR PUBLIC ROADWAY AND UTILITY PURPOSES OVER UNDER AND ACROSS A PORTION OF LOT 1, AS DESIGNATED AND SHOWN ON THAT CERTAIN PARCEL MAP FILED IN THE OFFICE OF THE DEL NORTE COUNTY RECORDER ON FEBRUARY 28, 1994 IN BOOK 7 OF PARCEL MAPS, AT PAGES 147 AND 148, SAID EASEMENT LAYING ADJACENT TO AND CONTIGUOUS WITH THAT CERTAIN PUBLIC RIGHT-OF-WAY COMMONLY KNOWN AS "BUZZINI ROAD" AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST WESTERLY CORNER OF SAID LOT 1; THENCE ALONG THE WESTERLY LINE THEREOF, SOUTH 12°19'15" EAST 22.80 FEET, TO THE NORTHERLY LINE OF SAID BUZZINI ROAD, AS DESIGNATED AND SHOWN ON SAID PARCEL MAP; THENCE LEAVING THE WESTERLY LINE OF SAID LOT 1 AND RUNNING ALONG THE NORTHERLY LINE OF SAID BUZZINI ROAD, NORTH 85°58'56" EAST 123.46 FEET, TO THE **TRUE POINT OF BEGINNING** OF THE PARCEL HEREBY DESCRIBED; THENCE LEAVING SAID NORTHERLY LINE OF BUZZINI ROAD, NORTH 68°39'30" EAST 50.00 FEET; THENCE RUNNING PARALLEL WITH SAID NORTH LINE OF BUZZINI ROAD, NORTH 85°58'56" EAST 50.00 FEET; THENCE SOUTH 74°41'49" EAST 45.00 FEET, TO AN ANGLE POINT LAYING ON SAID NORTHERLY LINE OF BUZZINI ROAD; THENCE ALONG THE NORTHERLY LINE OF SAID BUZZINI ROAD, SOUTH 85°58'56" WEST 140.20 FEET, TO THE POINT OF BEGINNING.

COMPRISING 0.204 ACRES, MORE-OR-LESS.

KILLOPS LAND SURVEYING

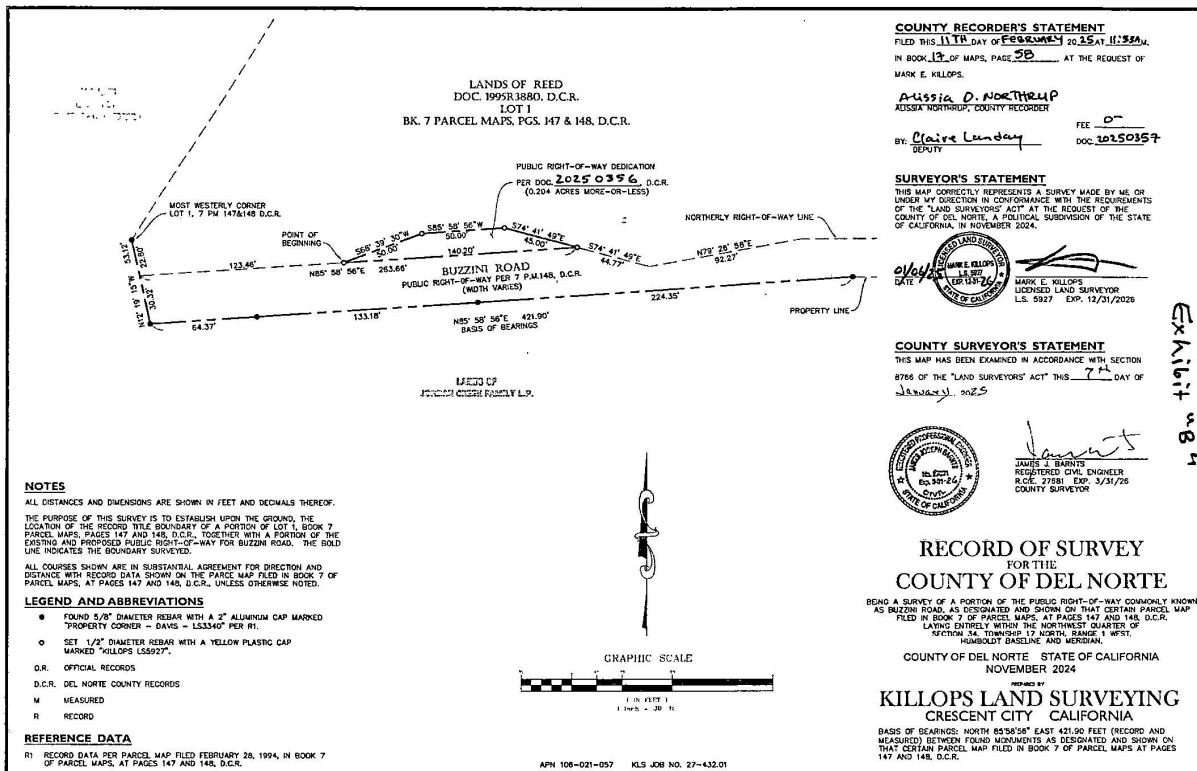

MARK E. KILLOPS
P.L.S. NO. 5927



DATED: FEB 7, 2025

"Know Your Boundaries"

EXAMPLE 2 – PAGE 3 OF 5



EXAMPLE 2 – PAGE 4 OF 5

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CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

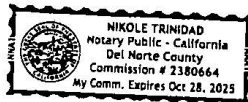
State of California

County of DEL NORTE

On 12/17/2024 before me, Nikole Trinidad, Notary Public,
Date Here Insert Name and Title of the Officer

personally appeared Rosemary Reed
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Place Notary Seal and/or Stamp Above

Signature

Nikole Trinidad
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____ Signer's Name: _____

☐ Corporate Officer – Title(s): _____ ☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General ☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact ☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator ☐ Trustee ☐ Guardian or Conservator

☐ Other: _____ ☐ Other: _____

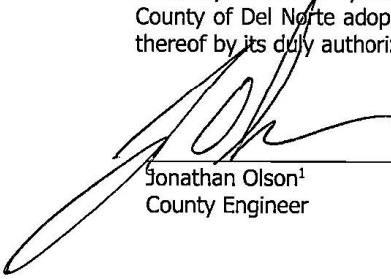
Signer is Representing: _____ Signer is Representing: _____

EXAMPLE 2 – PAGE 5 OF 5

DOC #20250356 Page 5 of 5

Certificate of Acceptance

This is to certify that the interest in the real property conveyed by the easement deed dated December 17, 2024 from Rosemary Reed to the County of Del Norte, a governmental agency is hereby accepted by the undersigned officer on behalf of the Board of Supervisors pursuant to authority conferred by Del Norte County Code § 12.04.035 of the Board of Supervisors of the County of Del Norte adopted on September 23, 1997, and the grantee consents to recordation thereof by its duly authorized officer.



Jonathan Olson¹
County Engineer

2/11/2025
Date

¹ Signature need not be acknowledged by notary public.