



Plan Check Application SUBDIVISION MAP

PROJECT:		
OWNER	DEVELOPER	ENGINEER
Name: _____	Name: _____	Name: _____
Address: _____	Address: _____	Address: _____
_____	_____	_____
Phone: _____	Phone: _____	Phone: _____
Email: _____	Email: _____	Email: _____

THE FOLLOWING DOCUMENTS ARE INCLUDED WITH THIS PLAN CHECK SUBMITTAL:
(PLAN CHECK WILL NOT COMMENCE UNTIL ALL DOCUMENTS ARE RECEIVED)

- Transmittal letter showing all documents, plans, and supporting items submitted.
- Plan check fee based on current City fee schedule and deposit policies.
60% of the published fee shall be submitted with the first review. Plans will not be processed without a fee deposit.
- Monumentation cost estimate letter on the engineer or surveyor's company letterhead.
- Five (5) sets of title sheet and subdivision map
- Three (3) copies of traverse calculations map border (blue border)
- Three (3) copies of traverse calculations Centerline Closures
- Three (3) copies of traverse calculations Property Line Block Closure
- Three (3) copies of traverse calculations Non-Rectangular or irregular shaped lots
- Three (3) copies of traverse calculations all individual lettered lots
- Two (2) copies of current preliminary tile report (less than 90 days old)
- Two (2) copies of approved tentative map
- Two (2) copies of approved conditions of approval (including Community Development Staff Report)
- One (1) copy of approved street name assignment letter
- One (1) copy of all reference material or existing plans used
- Non-interference letters
- Grading and Public Improvement plans

OTHER REQUIRED DOCUMENTS WHEN APPLICABLE:

- Two (2) copies of Homeowner's Association documents. Covenants, Conditions and Restrictions (CC&R's)
A CC&R deposit of \$6,000.00 is required along with the submittal of the CC&R package
- Two (2) copies of final CUP conditions of approval
- Two (2) copies of Precise Plan conditions of approval
- One (1) copy of Corporate Resolution or record statement of partnership (if partnership is required to execute the map)
- One (1) copy of approved EIR

I understand that plan check will not commence until all required documents are received.

Signature

Date

Name (printed)