

FINAL MAP / PARCEL MAP INITIAL SUBMITTAL CHECKLIST

DATE _____ TM / TPM _____ EXPIRATION _____
 LAND SURVEYOR/CIVIL ENGINEER _____ LICENSE NO. _____

MANDATORY SUBMITAL REQUIREMENTS

The map submittal may be rejected without the items in the checklist below being satisfied or shown on the map. The Land Surveyor or Civil Engineer must check off items in the private column and sign and stamp the checklist below.

(PRIVATE)	(COUNTY)
<input type="checkbox"/> ACCOUNT <u>NOT</u> IN DEFICIT	<input type="checkbox"/>
<input type="checkbox"/> COPY OF FINANCIAL RESPONSIBLE FORM (completed and signed by applicant/owner)	<input type="checkbox"/>
<input type="checkbox"/> COPY OF APPROVED TM RESOLUTION OF APPROVAL / TPM FINAL NOTICE OF APPROVAL	<input type="checkbox"/>
<input type="checkbox"/> COPY OF APPROVED TENTATIVE MAP/PARCEL MAP (copy approved and stamped by DPLU)	<input type="checkbox"/>
<input type="checkbox"/> COPY OF APPROVED OPEN SPACE EXHIBITS (provide copy of DPLU dated and approved exhibits as identified in approved Resolution/Final Notice of Approval)	<input type="checkbox"/>
<input type="checkbox"/> PRELIMINARY TITLE REPORT (PTR) (current within 6 months of map submittal)	<input type="checkbox"/>
<input type="checkbox"/> VESTING DEED (ownership must match PTR)	<input type="checkbox"/>
<input type="checkbox"/> EASEMENT DEEDS (provide all contained in the PTR)	<input type="checkbox"/>
<input type="checkbox"/> OWNERSHIP (Map agrees with vesting deed and PTR)	<input type="checkbox"/>
<input type="checkbox"/> GENERAL MAP COMPLETENESS (i.e. title sheet, certificates, statements, monuments described, basis of bearings, survey procedure complete, easements plotted, notes)	<input type="checkbox"/>
<input type="checkbox"/> REFERENCE MAPS (any documents used to establish survey procedure. i.e. maps, surveys field notes, boundary adjustment plats, etc.)	<input type="checkbox"/>
<input type="checkbox"/> TWO BLUELINES (signed by the surveyor/ engineer)	<input type="checkbox"/>
<input type="checkbox"/> MAP REVIEW DEPOSIT (additional deposits may be required to complete your project)	<input type="checkbox"/>
<input type="checkbox"/> RECORDING FEE (\$10.00 for 1st sheet, \$2.00 for each additional sheet) (Parcel Maps Only)	<input type="checkbox"/>
<input type="checkbox"/> CALCULATIONS (TRAVERSE CLOSURES) <input type="checkbox"/> BOUNDARY <input type="checkbox"/> GROSS / NET <input type="checkbox"/> EASEMENT CALCS AND TIES <input type="checkbox"/> C.C.S. / B.O.B. TIES	<input type="checkbox"/>

ADDITIONAL SUBMITAL REQUIREMENTS

<input type="checkbox"/> CUTOFF DEEDS (If required) and/or boundary adjustment plat	<input type="checkbox"/>
<input type="checkbox"/> SENIOR DEEDS (if required) senior deeds may not be required if they are previously mapped lines by a record of survey, parcel map or subdivision map	<input type="checkbox"/>
<input type="checkbox"/> EASEMENT HARDCOPY PLOTS (if required, provide if easements begin a considerable distance off-site or are difficult to follow)	<input type="checkbox"/>
<input type="checkbox"/> OWNERSHIP DOCUMENTATION (required to determine signature authority)	<input type="checkbox"/>
<input type="checkbox"/> PARTNERSHIP (Limited) (provide form LP-1 (Certificate of Limited Partnership) filed with the Secretary of the State of California)	<input type="checkbox"/>
<input type="checkbox"/> PARTNERSHIP (General) (provide partnership papers and/or statement of partnership as recorded in the County of San Diego)	<input type="checkbox"/>
<input type="checkbox"/> CORPORATION (provide copy of Articles or Sec of State filing identifying officers)	<input type="checkbox"/>

LIMITED LIABILITY COMPANY (provide form LLC-1 filed with the State of California and operating agreement and/or statement of information identifying members/managers)

Signature _____ Date _____
(Land Surveyor or Civil Engineer)

FOR STAFF USE ONLY	
Received by _____	Date _____
Reviewed by _____	Date _____