Final Map/Parcel Map Initial Submittal Checklist

Submittal Date:_____ TM/TPM_____ Expiration:_____

Land Surveyor/Civil Engineer: _____ License #: _____

Mandatory Submittal 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)
☐	**ACCOUNT NOT IN DEFICIT**	☐
☐	**COPY OF FINANCIAL RESPONSIBLE FORM** (completed and signed by applicant/owner)	☐
☐	**COPY OF APPROVED TM RESOLUTION OF APPROVAL/ TPM FINAL NOTICE OF APPROVAL**	☐
☐	**COPY OF APPROVED TENTAIVE MAP/PARCEL MAP** (copy approved and stamped by PDS)	☐
☐	**COPY OF APPROVED OPEN SPACE EXHIBITS** (provide copy of PDS dated and approved exhibits as identified in approved Resolution/Final Notice of Approval)	☐
☐	**PRELIMINARY TITLE REPORT (PTR)** (current within 6 months of map submittal)	☐
☐	**VESTING DEED** (ownership must match PTR)	☐
☐	**EASEMENT DEEDS** (provide all contained in the PTR)	☐
☐	**OWNERSHIP** (Map agrees with vesting deed and PTR)	☐
☐	**GENERAL MAP COMPLETENESS** (i.e. title sheet, certificates, statements, monuments described, basis of bearing, survey procedure complete, easements plotted, notes)	☐
☐	**REFERENCE MAPS** (any documents used to establish survey procedure. i.e. maps, surveys, field notes, boundary adjustment plats, etc.)	☐
☐	**TWO BLUELINES** (signed by the surveyor/engineer)	☐
☐	**MAP REVIEW DEPOSIT** (additional deposits may be required to complete your project)	☐
☐	**CALCULATIONS** (TRAVERSE CLOSURES) BOUNDARY GROSS/NET EASEMENT CALCS AND TIES C.C.S./B.O.B. TIES	☐

ADDITIONAL SUBMITTAL REQUIREMENTS

- ☐ **CUTOFF DEEDS** (If required) and/ or boundary adjustment plat
- ☐ **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
- ☐ **EASMENT HARDCOPY PLOTS** (if required, provide if easements begin a considerable distance off-site or are difficult to follow)
- ☐ **OWNERSHIP DOCUMENTATION** (required to determine signature authority)
- ☐ **PARTNERSHIP (Limited)** (provide from LP-1 (Certificate of Limited Partnership) filed with the Secretary of the State of California)
- ☐ **PARTNERSHIP (General)** (provide partnership papers and /or statement of partnership as recorded in the County of San Diego)
- ☐ **CORPORATION** (provide copy of Articles or Sec of State filing identifying officers)
- ☐ **LIMITED LIABILITY COMPANY** (provide form LLC-1 filed with the State of California and operating agreement and /or statement of information identifying members/managers

----- *Land Surveyor/Civil Engineer* -----	----- *Land Surveyor/Civil Engineer Stamp* -----
Signature: _____ *Date:* _____	

----- *For Staff Use Only* -----

Received by: _____ *Date:* _____