

DEVELOPER'S CHECKLIST

SUBDIVISION NAME _____ **PW/TRACT** _____

Prior to a final map being "scheduled" to go to City Council, the following items must be submitted and complete a minimum of 2 weeks prior to Council date:

- ___ 1. Bond amount \$ _____ (Based on Engineer's Estimate)
- ___ 2. Drainage District fees paid (Dist # _____) = \$ _____
- ___ 3. Map Maintenance fee
(___ Lots + ___ LMP + ___ Future Parcels + ___ Open Spaces) X \$50 = \$ _____
- ___ 4. Assessment District Apportionment fee paid:
AD 26 Hillcrest (_____ lots X \$105 = \$ _____) minimum \$2,500
AD 27/31 Lone Tree Way (_____ lots X \$75 = \$ _____) minimum \$3,000
AD _____ (_____ lots X \$75 = \$ _____) minimum \$ _____
AD 24 E. Antioch Sewer and Water Imp. (___ X \$75 = \$ _____) minimum \$2,500
- ___ 5. Signed Assessment District Apportionment Application
- ___ 6. Letter of request to annex into a Street Light and Landscape Maintenance District and Annexation map
DISTRICT _____ ZONE _____
- ___ 7. City standard subdivision agreement (3 signed & notarized originals)
- ___ 8. City standard Performance and Labor & Materials Bond (100% of engineer's estimate) If Bond is not submitted, a Letter of Credit is needed
- ___ 9. Final map mylar with wet signatures of owners, trustees, engineer/surveyor and applicable notaries, with required seals
- ___ 10. Improvement plan mylar with wet signatures and seals of design engineer
- ___ 11. Grading plan mylar with wet signature and seal of design engineer and soils engineer
- ___ 12. Grant Deeds for one-foot strips (Council approves)
- ___ 13. Grant Deeds for open spaces/landscape maintenance parcels (City Attorney accepts)
PARCELS _____ OPEN SPACE _____
- ___ 14. *Staff Report to City Council (with resolution approving final map and improvement plans and resolution accepting Grant Deed for one-foot strips)
- ___ 15. *Memo to City Attorney accepting Grant Deed of open spaces/LMP
- ___ 16. Follow-Up: Submit photo mylar of recorded Final Map

GENERAL INFORMATION TO BE COMPLETED BY THE DEVELOPER BEFORE FINAL MAP IS SCHEDULED TO GO TO COUNCIL

Name of Owner: _____ Acreage in Subdivision _____ AC Number of Lots: _____
Type of Ownership: _____
Subdivision Name: _____ Tract Number: _____
Planning Commission Approval Date: _____
City Council Approval Date: _____ Resolution #: _____ PW # _____