



FINAL SUBDIVISION MAP REQUIREMENTS

DOCUMENTS REQUIRED FOR FIRST MAP CHECK

The following documents must be received **in full** prior to commencement of the first map check. Additional information may be requested during the checking process.

1. Preliminary Subdivision guarantee (Title Insurance Policy)
2. All deeds and documents shown on preliminary subdivision guarantee:
Copies must be legible. Please verify documents for this requirement.
3. All Closure Calculations.
4. All pertinent survey notes including existing ties, monuments set, etc.
5. All subdivision maps referenced on the submitted map.
6. One copy of the approved Tentative Map.
7. Tentative Conditions of Approval, including all attachments and exhibits.
8. Three (3) prints of the final subdivision map showing all lines and methods of establishment. Please do not submit mylars until requested.
9. Plan Check Fee \$ _____, payable to: City of San Jacinto.

Deliver initial submittal, including all of the above items, directly to the City of San Jacinto, 595 S. San Jacinto Ave., San Jacinto, CA 92583.



MAP CHECKING FEE SCHEDULE			
Subdivision Size	Fee	Subdivision Size	Fee
1 - 4 Lots	\$1,150. = \$58./lot	13 - 49 Lots	\$2,300. + \$35./lot
5 - 12 Lots	\$1,725. = \$46./lot	50+ Lots	\$3,450. + \$23./lot

GENERAL INFORMATION SHEET

IN ORDER FOR THE DEPARTMENT OF CUMMUNITY DEVELOPMENT TO CERTIFY AN APPLICATION AS COMPLETE, THE FOLLOWING INFORMATIN MUST BE PROVIDED.

PLEASE NOTE: THE REQUEST FOR FINAL MAP WILL NOT BE PROCESSED UNTIL THE APPLICATION IS CERTIFIED COMPLETE.

- Final Map Application Form
- Filing Fee
- Approved Tentative Map – One copy FOLDED TO 8 ½" X 11"
- Final Map – Three copies FOLDED TO 8 1/1" X 11"
- Engineer's Closure Calculations
- Updated Title Report

PRIOR TO PLACEMENT OF A FINAL MAP ON THE CITY COUNCIL AGENDA, THE FOLLOWING ITEMS MUST BE ON FILE.

- Final Map Application
- Final Map Signed by City Engineer – Ten copies FOLDED TO 8 ½" X 11"
- Outstanding City Engineer's Fees*

Amount Due: \$ _____

Amount Paid: \$ _____

Date Paid: _____

- Subdivision Agreement, as applicable, \$500 fee



- City approved improvement plans, signed by City Engineer, as applicable.
- City approved Engineer's Estimate, based on signed improvement plans.
- 100% Performance Bond, as applicable. **
- 100% Labor & Material Bond, as applicable. **
- Monument Bond (based on engine's estimate)
 - o Certification Letter/Monument Ties
- Bonds for miscellaneous improvements as required by City.
- Liability insurance policy in the amount of \$1,000,000, naming the City, it's elected and appointed officials as co-insured, when applicable.
- Any executed agreements necessary.
- Fees required prior to recordation

Contact Jan Catron at (951) 487-7330, ext. 354

CFD Formation/Annexation Requirements

Contact Crystal Yanez at (951) 487-7330 ext. 380

Amount Paid: \$ _____ Recpt. # _____ Date: _____

*** ENGINEERING FEES:**

If actual engineering costs exceeds fees collected, applicant shall reimburse the City of San Jacinto for any additional fees incurred, plus 15% administrative fees, prior to final approval.

**** Based on engineer's estimate of costs to construct approved improvements.**