CITY of ATASCADERO
PUBLIC WORKS DEPARTMENT

6500 PALMA AVENUE, ATASCADERO, CA 93422 (805) 470-3456

FINAL or PARCEL MAP SUBMITTAL CHECKLIST

Address _____ **Tract #** _____ **MS #** _____

The following components are required to be included with the first submittal of Final or Parcel Map unless specifically waived or deferred in writing for the specific project by the City Public Works Department. Public Works Development Review's goal is to return the plan check within 4-6 weeks of receiving a complete application.

INCOMPLETE SUBMITTALS WILL BE REJECTED

Check each box to indicate that you have provided the appropriate information. City staff will verify that all information has been included.

Applicant	City	
☐	☐	Map check fee: FM_____ PM_____ Amount: _____ Date:____/____/_____ Check No:_____
☐	☐	3 Check Prints
☐	☐	Title Report (Current preliminary title report w/in 3 mo. covering all properties.)
☐	☐	Current Soils Report (per Sec. 66490 of the Subdivision Map Act)
☐	☐	Method and Reasoning Statement
☐	☐	Copy of the approved Tentative Map
☐	☐	Closure Calculations
☐	☐	Reference Maps
☐	☐	Reference Deeds
☐	☐	Documents to record with map (e.g. CC&R's; Common Driveway Agreement
☐	☐	Improvement Plans (If required to meet any conditions)
☐	☐	Map Conditions

_____	_____	_____
Owner / Developer	Contact Information	E-mail Address
_____	_____	_____
Surveyor or Enginer	Contact Information	E-mail Address

Public Works Department reserves the right to reject the submittal package without performing any map or plan checks if any of the required plans or supporting information items are not included with this submittal.

I, the undersigned Engineer/Surveyor, do verify that all the items necessary for this project and as checked above are included in the attached submittal.

_____ _____
Name (Printed) Date

_____ Surveyor's or Engineer's Seal:
Signature