



# City of Scotts Valley Public Works Department

701 Lundy Lane Scotts Valley, California 95066  
Phone 831 438-5854 Facsimile 831 439-9748 www.scottsvally.org

## FINAL/PARCEL/SUBDIVISION MAP APPLICATION

Assessor's parcel number(s) \_\_\_\_\_

Applicant's name \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone number (home) \_\_\_\_\_ (work) \_\_\_\_\_ (fax) \_\_\_\_\_

Applicant's interest \_\_\_\_\_

Property owner \_\_\_\_\_  
(The map action will be sent to applicant unless otherwise requested)

Mailing address \_\_\_\_\_

Phone number (home) \_\_\_\_\_ (work) \_\_\_\_\_ (fax) \_\_\_\_\_

Engineer/Surveyor \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone number (home) \_\_\_\_\_ (work) \_\_\_\_\_ (fax) \_\_\_\_\_

New street name(s), if any \_\_\_\_\_

If so, have they been approved by the county?      Yes                      No

The following documents are required with the application submittal:

- Six** copies of assessor's parcel map showing land involved
- Six** copies of City Council approved Resolution and Conditions of Approval
- Four** copies of Tentative Parcel Map
- One** copy of Tentative Parcel Map must be sent to Pacific Gas & Electric Company (PG&E), Land Dept., 356 E. Alisal Street, Salinas, CA 93901; Attn: Christian Kuhn
- Two** copies of Preliminary Soils Report
- Two** copies of Preliminary Title Report
- Show roadway areas offered for dedication
- Locate the 100-year flood plain if applicable
- Five** copies of on-site and off-site improvement plans
- Two** copies of storm drain plans and two copies of stamped design report containing geometric and drainage calculations
- One** copy Engineer's cost estimate for on-site and off-site improvements
- Six** copies of map
- Two** copies of computer printout of closure calculations
- One** copy of each adjacent deeds and maps used in exterior boundary calculations
- Three** unbound copies of CC&R's (only if required by Planning Department)

**FEES:**

Final Parcel Map (1-4 lots): Public Works processing fee of \$1930 plus any actual surveyor costs over \$1076. If surveyor's fee exceeds \$1076, applicant must pay the balance prior to recording.

Final Subdivision Map (5+ lots): Public Works processing fee \$1930 add \$164 per lot over 4 lots, included in fee is surveyor's costs of \$1076 add \$135 per lot, over 4 lots. If surveyor's fee exceeds this amount, applicant must pay the balance prior to recording. Engineering plan check fee (\$175 per page of improvement plans).

Recording fee for recording Improvement Agreement and other agreements, if any, will be collected before recording final map.

Planning review fee \$545 (4 lots & under) minimum fee for processing, \$136/hr to be charged after first 4 hours.

Planning review fee \$1093 (5 lots and up).minimum fee for processing, \$136/hr to be charged after first 4 hours.

NOTE: Final/Parcel Map Application will be accepted by Public Works by appointment only. Incomplete submittal will not be accepted. Applicant shall file the Final/Parcel Map Application with the City 12 weeks (minimum) before the expiration of Tentative Map.

When original Final Map is submitted with all signatures, an electronic copy of the FM shall also be submitted on a CD saved as an AutoCAD 2004 or earlier version.

**OWNER'S STATEMENT:**

I/We have read and understand the above process. As owner(s) of the property, I/We consent to the processing of a land division of the above listed property. If owner is unavailable to sign, attach a signed authorization letter from owner.

\_\_\_\_\_  
Owner's signature

Date \_\_\_\_\_

Please note that all documents to be recorded have to comply with the requirements for recording established by the County of Santa Cruz Recorder's Office.