



Development Services Department
 Engineering - Land Development
 311 Vernon Street
 Roseville, California 95678-2649

Final/Parcel Map Document Submittal Checklist

Process:

Final and Parcel Map applications must include all the documents listed below in an electronic format, i.e. *.pdf, *.xls, *.dwg, etc. Applications will be reviewed for completeness. Upon acceptance, City staff will review the submitted documents within the designated review times. Final or Parcel Map comments can be expected in approximately twenty (20) business days for the first review, fifteen (15) business days for second review, and ten (10) business days for any additional reviews, however, review times can vary dependent upon the number of applications before the City. ***Applications submitted without the required documents and payments are not required to be accepted for processing.***

Required Documents	Electronic Submittal Document Type
Map Review Application Form	Documents
Electronic/Digital Signature Disclosure Form*	Documents
Conditions of Approval	Documents
Approved Street Name Exhibit Form**	Documents
Signed Concurrent Review Application Form***	Documents
Preliminary Title Report (NO OLDER THAN 6 MONTHS)	Documents
Final or Parcel Map (w/planning file # & street names on map)	Plans
Boundary and Parcel Closure Calculations	Documents

*One form required for each different signature

** Provided by Development Services Business Services Division

*** Only applicable when submitting a Final/Parcel Map for review concurrent with Planning Entitlement Review

Required Payments:

- Final Map Deposit = \$2,500 + \$10 per lot
- Parcel Map Fee = \$1,708 + \$68 per lot
- City Surveyor Fee = \$250 (Final & Parcel Maps)
- Technology Fee = 3% of Final Map Deposit or Parcel Map Fee