



DEVELOPMENT SERVICES DEPARTMENT
 Planning Division
 311 Vernon Street
 Roseville, California 95678-2649

MINISTERIAL TWO-LOT MAP APPLICATION FORM

Ministerial Maps	<p>The City allows ministerial review of two-lot parcel maps for qualified single-family properties as outlined in Subdivision Ordinance Chapter 18.05. Applications shall self-certify compliance with the application requirements via an affidavit and application checklist. Subsequent to ministerial planning approval, a Final Map application to the Engineering Division is required by law, in order to record a legal lot.</p>
PROJECT INFO	<p>PROJECT NAME: _____</p> <p>PROJECT ADDRESS: _____ PLANNING PARCEL ID#: _____</p> <p>PROJECT DESCRIPTION: _____</p>
DEVELOPER/OWNER (PROJECT APPLICANT)	<p>NAME: _____</p> <p>BILLING ADDRESS: _____</p> <p>CONTACT PERSON: _____ SIGNATURE: _____</p> <p>TELEPHONE#: _____ EMAIL: _____</p>
ACKNOWLEDGEMENT	<p>By submitting this application, I the Project Applicant or on behalf of the Project Applicant, acknowledge that the requested permit is being submitted at the Project Applicant's own risk and that any modifications to the Project during permit review or as the result of future action by the City, may require new or revised materials to be submitted in order for the requested permit process to be completed. The Project Applicant understands that an incomplete submittal may cause delays in future plan check turn-around times.</p> <p>The Project Applicant agrees to assume all costs associated with the submittal of revised materials that result from modifications to the Project that occur through the permit review process. Further, the Project Applicant understands and acknowledges that the City's acceptance of the Project for ministerial processing does not implicitly infer or imply City approval of the Project, or provide any priority status within the City's permit process queue.</p>
REQUIRED ITEMS	<p><input type="checkbox"/> Application Checklist and a Parcel Map consistent with the checklist requirements</p> <p><input type="checkbox"/> Statement of Proposed Improvements</p> <p><input type="checkbox"/> Affidavit</p> <p><input type="checkbox"/> Date of Pre-Application Meeting: _____</p>
<p>TO BE COMPLETED BY STAFF:</p> <p>Accepted by: _____ Title: _____</p>	