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## FINAL MAP or PARCEL MAP SUBMITTAL REQUIREMENTS

1. Completed *Statement of Financial Responsibility* (SOFR).
2. Digital copy of the map (.PDF preferred) showing approved street names. Please contact Michael Manlangit ([manlangitm@sacounty.gov](mailto:manlangitm@sacounty.gov)) to submit a list of street names for approval.
3. Copy of closure calculations.
4. Copy of current title report, dated no more than **60 days** before map submittal.
5. Copy of the current vesting deed(s).
6. Copy of all easement documents cited in the title report.
7. Copy of the **APPROVED Tentative Map** (stamped, signed, & dated by Planning Division).
8. Copy of the **APPROVED Conditions Of Approval** (not the staff report), along with copies of any approved use permits, variances, special development permits, planned development ordinances and rezone agreements which affect the property. Contact Planning ([sacplan@sacounty.gov](mailto:sacplan@sacounty.gov)) if you need assistance acquiring current documents.
9. Completed application for *Valuation of Acreage for Park In-Lieu Fees* (Quimby) appraisal, along with \$350.00 appraisal fee for Final Map or \$250.00 appraisal fee for Parcel Map. Park in-lieu fee applies to residential maps only. Commercial development and parcels over 2 acres are exempt. Alternatively, please provide documentation if actual land is being dedicated to the park district.
10. Initial map review deposit of **\$1,000.00 for Final Map** or **\$750.00 for Parcel Map**. After the submittal is accepted, the total fee for the Survey Section to review the map will be the exact cost in hours needed during the review process. Because the amount varies from map to map, only an initial fee has been required. If your review costs exceed the initial fee you will receive a bill.

**Packages not conforming to these requirements will be rejected.** A project will not be created, nor will the map review begin until all items are received or satisfied as determined by the Survey Section.

**Digital submittals are preferred.** However, hard copies and checks may be submitted to 827 7<sup>th</sup> Street, Room 101, Attn. Survey Department.

**Items 1 - 9 may be submitted digitally via email to** [surveysubmittals@sacounty.gov](mailto:surveysubmittals@sacounty.gov).

**Initial deposits and Valuation of Acreage fees can be paid by check made out to County of Sacramento, or online at** <https://govhub.com/sacramento/surveyfees>.

827 7<sup>th</sup> Street, Room 101, Sacramento, California 95814 • phone 916.874.6546 • [engineering.sacounty.gov](http://engineering.sacounty.gov)

**Email all submittals and resubmittals to** [surveysubmittals@sacounty.gov](mailto:surveysubmittals@sacounty.gov)