FINAL MAP
REVIEW CHECK LIST

SUBDIVISION NAME:____________________________

SUBDIVISION NO.___________

Tentative Map Approval on File Approval Date__________
Date Received Checked by Date____________________

AUTHORITY
Subdivision Ordinance of the
Map act and City of Concord
Municipal Code
Chapter 17

TITLE SHEET

If more than two (2) sheets, first sheet shall show:

_____ 1. Entire subdivision at readable scale
_____ 2. Index of other sheets

CERTIFICATIONS

The following certifications shall be endorsed on the cover sheet of all final maps

_____ 1. An owner’s certificate, signed and acknowledged by all parties having any record, title, or interest in the land subdivided, consenting to the preparation and recordation of said map and offering for dedication for public use those certain areas of land which said parties desire or are required to dedicate (all signatures to be notarized)
_____ 2. Engineer’s certificate by the registered civil engineer or licensed surveyor responsible for the survey and final map signed and stamped by said civil engineer, or licensed surveyor
_____ 3. A certificate for execution by the City Engineer
CERTIFICATIONS (cont.)

_____ 4. A certificate for execution by the Director of Planning, acting for the Concord City Planning Commission
_____ 5. A certification for execution by the City Clerk
_____ 6. A certification for execution by the County Recorder
_____ 7. A certification for execution by the Clerk of the Board of Supervisors
_____ 8. Any certificates requested in addition on the above by the Subdivision Map Act of the State of California

GENERAL

_____ 1. Consistent with the tentative map
_____ 2. Compliance with conditions of approval
_____ 3. Easements and monuments correspond with improvement plans
_____ 4. Grant Deeds showing Assessor’s Parcel Number/s
_____ 5. Deed references for all abutting properties shown. Lot lines, lot numbers and numbers of abutting subdivisions shown
_____ 6. Guarantees on file with the City for any off-site problems
_____ 7. When a soils report has been prepared, this fact shall be noted on the certificate sheet, with date of report and name of engineer

DEDICATION

_____ 1. When land is required to be dedicated, a separate Certificate of Dedication must be filed with the Final Map on a separate document
_____ 2. Dedicate Public Utility Easements, as required
_____ 3. Dedicate Drainage and Flood Control Easements, as required
_____ 4. All easements shown on map for dedication have appropriate wording on the owner’s certificate, and purpose indicated on map
_____ 5. All easements of record shown, including sufficient recording data to identify the conveyance, sidelines shall be dashed with width, lengths and bearings noted

MONUMENTATION

_____ 1. All found monuments tied by survey and described with tag numbers and recorded reference
_____ 2. Basis of bearings; two found monuments of record must appear in a statement and be labeled on each sheet of the map (66434c)
_____ 3. Tie to basis of bearing. Basis of bearings to be California Coordinate System Zone 3 (66434c)
_____ 4. Tie to adjoining surveys (66434c)
_____ 5. Adequate monumentation shown
MAP REQUIREMENTS

1. Size (18” x 26”) on tracing cloth in black India ink
2. Margin (1” on all sides)
3. Scale (1” = 100’ minimum, 1” = 50’ preferred)
4. “Sheet ____ of ____sheets”, indicated on each sheet
5. Subdivision Name
6. Subdivision Number
7. North Arrow, relationship of grid north and true north
8. Date
9. Vicinity Map – must show location and delineate boundary of proposed tract by heavy line, and show existing street pattern in immediate vicinity
10. Name of record owner
11. Name of subdivider
12. Name, registration number and expiration date of engineer or surveyor
13. Existing adjacent and proposed new roads, streets, highways, ways or intersections. Identify locations, names and widths
14. All centerlines of existing streets mathematically tied to proposed streets
15. Radii of all curves
16. Proposed public areas
17. Show location of official plan lines or projected streets or highways, as shown on the City’s General Plan
18. Lots numbered
19. Title block: contains subdivision number; subtitle which refers to existing maps; Date, scale and firm name shown
20. All abbreviations and symbols defined
21. New road names approved by Planning
22. City boundaries on map
23. Future street lines and original property lines
24. Bearings and lengths shown on all lines
25. Areas shown on all lots. All lots contain minimum lot area ___sq. ft.