



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

**City of Folsom**  
**Community Development Department**  
50 Natoma Street  
Folsom, California 95630  
(916) 355-7222 Fax (916) 355-7274

**DEVELOPMENT APPLICATION FORM**

**TYPE OF PROJECT:**  SUBDIVISION IMPROVEMENT PLAN  COMMERCIAL IMPROVEMENT PLAN  FINAL/PARCEL MAP  
 ROUGH GRADING  LOT-LINE ADJUSTMENT  LANDSCAPING  
PROJECT NAME: \_\_\_\_\_ PLANNING FILE NO. \_\_\_\_\_

APPLICANT/DEVELOPER NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

DESIGN ENGINEER: \_\_\_\_\_ EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

DESIGN ENGINEER/PLS SIGNATURE: \_\_\_\_\_ PE/PLS No.: \_\_\_\_\_

**\*SIGNER HEREBY CERTIFIES THAT PLANS, CALCULATIONS AND/OR REPORTS ARE 100% COMPLETE AND PLANS/MAPS ARE READY FOR CONSTRUCTION/RECORDATION IN ACCORDANCE WITH INDUSTRY STANDARDS. NOTE MISREPRESENTATION OF COMPLETENESS OF PLANS, CALCULATIONS OR REPORTS IS SUBJECT TO DISCIPLINARY ACTION BY THE CALIFORNIA BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS UNDER RULES 475(e) (1) OR 476(e) (1) (AS OF JUNE 11, 2003).**

..... BELOW THIS LINE FOR CITY USE ONLY .....

**AT A MINIMUM, SUBMITTALS SHALL CONTAIN THE FOLLOWING:**

**SUBDIVISION/COMMERCIAL PLANS SUBMITTAL CHECKLIST**

- IMPROVEMENT PLANS 100% COMPLETE PLANS WITH ATTACHED CERTIFICATE OF COMPLETENESS **(7 SETS)**
- ENGINEER'S COST ESTIMATE SIGNED AND STAMPED BY A PROFESSIONAL ENGINEER
- PAYMENT OF ENGINEERING PLAN CHECK & INSPECTION FEES **(PER FEE SCHEDULE ON PAGE 2)**
- SITE ACCESSIBILITY PLANS **(COMMERCIAL PROJECTS, 7 SETS)**
- SITE PHOTOMETRIC PLAN
- STORM WATER POLLUTION PREVENTION PLAN **(2 SETS)**
- SOILS REPORT, STRUCTURAL CALCULATIONS **(2 SETS)**
- SEWER STUDY WITH CAPACITY, EXISTING IMPROVEMENTS AND ALL OTHER SUPPORTING DOCUMENTS **(2 SETS)**
- WATER NETWORK ANALYSIS **(2 SETS)**
- DRAINAGE STUDY INCLUDING SHED MAP AND STORM DRAINAGE CALCULATIONS **(2 SETS)**
- FINAL CONDITIONS OF APPROVAL, RELATED OR RELEVANT EASEMENT DOCUMENTS, STUDIES, PERMITS, ETC.
- UTILITY NOTIFICATION LETTERS (SMUD, PG&E, SBC, ETC.)

**GRADING PLANS**

- 100% COMPLETE PLANS **(4 SET)**
- ENGINEER'S COST ESTIMATE SIGNED AND STAMPED BY A PROFESSIONAL ENGINEER
- PLAN CHECK & INSPECTION FEE **(PER FEE SCHEDULE BELOW)**
- STORM WATER POLLUTION PREVENTION PLAN **(2 SETS)**

- REQUIRED STUDIES, PERMITS, RIGHT-OF-ENTRY
- FINAL CONDITIONS OF APPROVAL

**FINAL/PARCEL MAP**

- 100% COMPLETE MAPS (3 SETS)
- MAP CHECK FEE (PER FEE SCHEDULE BELOW)
- BOUNDARY CLOSURE CALCULATIONS
- APPROVED TENTATIVE MAP AND FINAL CONDITIONS OF APPROVAL (2 SETS)
- PRELIMINARY TITLE REPORT FOR EACH PROPERTY (NO OLDER THAN 90 DAYS)
- COPIES OF ALL RECORD MAPS/DOCUMENTS IDENTIFIED IN PRELIMINARY TITLE REPORT

**LOT LINE ADJUSTMENT/PARCEL MERGER**

- LEGAL DESCRIPTIONS & PLATS OF EXISTING AND PROPOSED NEW BOUNDARY (8-1/2"x11" SHEETS, 2 SETS)
- TRANSFER DEEDS WITH DESCRIPTIONS, IF MULTIPLE OWNERS (8-1/2"x11" SHEETS)
- PERFECTING TITLE DEEDS FOR EACH PROPOSED PARCEL
- BOUNDARY CLOSURE CALCULATIONS
- PRELIMINARY TITLE REPORT FOR EACH PROPERTY (NO OLDER THAN 90 DAYS)
- LLA/MERGER CHECK FEES (SEE FEE SCHEDULE BELOW)
- COPIES OF ALL RECORD MAPS/DOCUMENTS IDENTIFIED IN PRELIMINARY TITLE REPORT

**LANDSCAPING PLANS**

- LANDSCAPING PLANS PER CALIFORNIA MODEL WATER EFFICIENT LANDSCAPING ORDINANCE STREET (4 SETS)
- STREET TREE PLANTING, SITE LIGHTING AND TREE REMOVAL PLAN (IF APPLICABLE)
- LANDSCAPE COST ESTIMATE SIGNED AND STAMPED BY A LANDSCAPE ARCHITECT
- PAYMENT OF LANDSCAPE PLAN CHECK & INSPECTION FEES (PER FEE SCHEDULE BELOW)
- TREE PERMIT APPLICATION SIGNED BY OWNER
- ARBORIST REPORT (2 SETS)
- TREE TAG NUMBERS ON SITE PLAN CORRESPONDING TO TREE NUMBERS ON ARBORIST REPORT (2 SETS)

**FEE SCHEDULE**

IMPROVEMENT /GRADING PLANS CHECK & INSPECTION FEES

6% OF 1 <sup>ST</sup>	0 TO 10K
7% OF NEXT \$90K	10K TO 100K
5% OF NEXT \$100K	100K TO 200K
4% OF NEXT \$100K	200K TO 300K
2% OF REMAINDER	300K PLUS

(FEES ARE DUE UPON 1<sup>ST</sup> SUBMITTAL)

PARCEL MAP CHECK FEES	SUBDIVISION MAP FEES	LLA/MERGER REVIEW FEES
\$5,235.00	\$9,773.00	\$5,267.00

(ABOVE FEES DO NOT INCLUDE PLANNING PROCESSING FEES OR DEPOSIT)

REVIEW OF R/W EASEMENT DOCUMENTS \$1,216.00/ITEM  
 MISCELLANEOUS ENGINEERING SERVICES \$95.00/HOUR  
 CERTIFICATE OF CORRECTION \$2,708.00

ABOVE ITEMS ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 (CITY STAFF)