DEED REVIEW SUBMITTAL CHECKLIST

Grantor(s) ____________________ APN: __________________ Developer_________________
Kind of deed: __________________ Log No. 201 -                         .

☐ 1a. Deed with exhibit drawings on City Forms is consistent with California Code §27361.6.
  See City Standard Drawing P-17 for size and title block.

☐ 1b. Grantor(s) statement is to be consistent with type of dedication and ownership as indicated in the title report.

☐ 2. Preliminary Title Report (no older than 30 days)

☐ 3. Subordination Preparation Fee: Number of trust deeds_____ X $300.00 = $__________
  (not required for PED easements or ROW, less than 200 Sq.Ft.)

☐ 4. Entitlement that is requiring this dedication:  REZONE ____________ CUP _____________
  SPR ____________ PM ____________ TRACT ____________ OTHER _______________

☐ 5a. Are street plans required?  Yes ☐ No ☐ PLAT No. ___________

☐ 5b. Have street plans been submitted for review?  Yes ☐ No ☐ PW File No. _

☐ 6a. Are sewer and water plans required?  Yes ☐ No ☐ PLAT No. ___________

☐ 6b. Have sewer and water plans been submitted for review?  Yes ☐ No ☐ Water Job# ___________

☐ 7. The proposed dedication is within the City ☐ County ☐
  a. County Board of Supervisors Approval, required only for condemnation proceedings.
  b. Administrative fee ($130.00) will be charged for the City to request Board of Supervisors Approval.
  c. Engineer to provide exhibit for Board of Supervisors agenda, per County requirements.
  d. Provide to City – County Fee of $320.00 for Board of Supervisors agenda, Check made out to the County of Fresno.

☐ 8. Provide appropriate signature authority for all persons signing documents including subordinations.
  (Corporate Resolution, Partnership Agreement, Trustee(s) of Trust, etc.)

☐ 9. The final drawing(s) provided should be of archive quality with Engineer or Land Surveyor stamp and signature in blue or purple ink.

DEED REVIEW FEE  $ 470.00 / deed
SUBORDINATION PREPARATION FEE  $___________ ( If required )
ADMINISTRATIVE FEE - COUNTY R/W LETTER  $___________ ( If required )
TOTAL FEE  $___________