

FINAL PARCEL MAP CHECKLIST

Each application must contain the following information:

- a. 1 print of the final map plus one copy of the closure calculations for Engineering.
- b. A copy of tentative map conditions of approval.
- c. Provide a letter from the applicant stating how each condition of approval has been met.
- d. Documentation of taxes paid in full for the fiscal year must be provided prior to recordation.

Upon completion of all City departments review and after corrections have been made to all required documents and maps, staff will direct the applicant to print the map to mylar and obtain necessary signatures. Recording fees will be calculated by staff and must be paid by the applicant prior to recording the map.

Prior to recording the map staff will request the following:

- e. Recording fees to be payable to Carson City Recorders Office.
- f. .DWG file of the map
- g. Surveyor's bond, as necessary.