

APPENDIX C

FINAL MAP APPLICATION CHECKLIST

The following information/data shall be submitted with each final map application:

A. Final Map Contents

- ☐ 1. Name of proposed subdivision (which should include its designation, if applicable, as a condominium, townhouse, residential planned development, commercial subdivision, or mixed use commercial/residential condominium development).
- ☐ 2. A legend which denotes the meaning of all the symbols used and which includes the date, north arrow and scale.
- ☐ 3. Identification of adjoining properties.
- ☐ 4. A survey analysis sufficient to delineate boundary controlling monuments.
- ☐ 5. Existing and proposed lot lines and dimensions, including the square footage of all proposed lots. Each lot shall be numbered in sequence. Letters may be used to identify common lots.
- ☐ 6. Existing and proposed street right-of-way widths and corner radii.
- ☐ 7. A reproduction of the approved tentative map showing all proposed addresses for the tentative map.
- ☐ 8. A list, separate from the final map, of proposed addresses for every legal lot shown on the final map.
- ☐ 9. Locations and widths of existing and proposed utility rights-of-way and easements.
- ☐ 10. Locations and widths of existing and proposed irrigation or drainage ditch rights-of-way and easements.
- ☐ 11. All monuments found, set, reset, replaced or removed, describing kind, size and location and other data relating thereto.
- ☐ 12. Bearing or witness monuments, basis of bearings, bearing and length of lines and scale of map.

- ☐ 13. Name and legal description of tract in which survey is located and ties to adjoining tracts.
- ☐ 14. Note on the map whether streets, drainage corridors, sewer corridors, parks, trails, open spaces and schools are to be public or private.
- ☐ 15. Note on the map that above ground utility boxes shall not be placed within trail corridors, if trail areas are designated on the map.
- ☐ 16. Note on the map referring to the latest approved construction improvement plans regarding Sight Visibility Restriction Zones (SVRZ). If a separate exhibit is required by the City Traffic Engineer, reference to this recorded document shall be included on the final map.

B. Required Certifications

In addition to any other certifications required by State law, the following certifications shall appear on the title sheet of the final map. Copies of required certificate format are presented in Appendix E.

- ☐ 1. Certificate of ownership and easement dedication. All final maps shall contain a certificate of ownership and easement dedication, dedicating easements and rights-of-way for alleys, streets, highways or other public ways as shown on the map.
- ☐ 2. Certificate of land surveyor. All final maps shall be signed and sealed by the professional land surveyor who was responsible for the survey.
- ☐ 3. Certificate of City Surveyor. All final maps shall be certified by the City Surveyor stating that the final map is technically correct and complies with City standards.
- ☐ 4. Certificate of Southern Nevada District Board of Health. All final maps shall be certified by the Southern Nevada District Board of Health that they comply with all requirements relating to wastewater disposal, water pollution, water quality and water supply and that they are predicated upon plans for public/private potable water supply and community/individual wastewater system.
- ☐ 5. Certificate of Water Resources Division. All final maps shall be certified by the Division of Water Resources of the State Department of Conservation and Natural Resources as to their compliance with all water quantity requirements.

- ☐ 6. Certificate of Director of Planning and Development/Planning Commission approval. All final maps shall be certified by the Director as to compliance with the approved tentative map, all applicable regulations and all conditions imposed upon the final map. No final map shall be filed with the County Recorder until it has been certified by the Director that he or she (or the Planning Commission) has approved the final map and accepted all rights-of-way, easements or parcels for public dedication.
- ☐ 7. Certificate of easement recipients.
- ☐ 8. Certificate of acknowledgment.

C. Supplemental Requirements

The following supplemental information may be required by the Department of Public Works or the Department of Planning and Development. When required, it shall be submitted on separate drawings or sheets.

- ☐ 1. Evidence that a Drainage Plan and Technical Drainage Study has been submitted in proper form to the Department of Public Works or that said study is not required.
- ☐ 2. A copy of the deed attesting to the current ownership of the property.
- ☐ 3. A statement from the Title Company which complies with the requirements of NRS Chapters 278 and 116 listing the names of the current owners of record of the land and the holders of record of a security interest in the land and the written consent of each.
- ☐ 4. A copy of a sewer connection agreement verifying that downstream sewer capacity is available or that sewer capacity mitigation measures acceptable to the Department of Public Works will be provided.

D. Final Map Drawings

Following all required final revisions and before the Director signs the final map, the final map drawings shall be submitted at a scale of one (1) inch equals two hundred (200) feet or a digital format as specified by the Department of Planning and Development.