

FINAL PLANNED UNIT DEVELOPMENT CHECKLIST

Each application must contain the following information:

- a. 4 prints of the final map plus two copies of 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.
- e. Documentation of Improvement Plan Approval from Development Engineering. If the applicant is bonding for improvements provide an engineer's final estimate, listing all project quantities and construction costs, based on the approved project improvement plans and specifications. Final map prints and calculation printout will be routed to the City Engineer and Utility Department for technical checking and tentative map conformance. Print redlines and deficiency list will be returned to applicant or agent in the event of errors or omissions. If the map is to be recorded prior to completion and acceptance of improvements by Carson City, surety in the amount of 150% of the engineer's estimate in a form approved by Carson City.
- f. Development Agreement (if needed). A development agreement is usually proposed by the applicant and authorized by the Board of Supervisors, at a tentative map review, in order to determine in detail the specific improvements and the timing of a project.

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:

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