



CITY OF MORGAN HILL

DEVELOPMENT SERVICES CENTER - ENGINEERING DIVISION

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17575 Peak Avenue Morgan Hill CA 95037 (408) 778-6480 Fax (408) 779-7236  
Website Address: [www.morgan-hill.ca.gov](http://www.morgan-hill.ca.gov)

**Submittal Requirements  
for  
FINAL (TRACT) MAP or PARCEL MAP**

**PURPOSE**

The review of the Tract (Final) Map or Parcel Map is to verify final mapping is in substantial conform with the tentative map and conditions of the project's Subdivision (SD) application approval.

**SUBMITTAL REQUIREMENTS**

An application shall be made by the property owner or agent thereof and must be accompanied by the following information to be accepted for processing:

1.  Application – Engineering Review
2.  Development Agreement (copy signed by owner)
3.  Tentative Map Subdivision (SD) Approval – Conditions (copy signed by owner)
4.  Copy of Tentative Map with Planning approval signature.
5.  Final Map or Parcel Map – **Seven (7)** full size sets
6.  Title Report – Preliminary report not more than 3 months old
7.  Provide Title Report Backup Documents
  - Copy of the recorded deed
  - Copy of easements and dedications
  - Copy of recorded maps
8.  Copy of adjoining deeds, recorded maps, easements used as references
9.  Out of tract easements/dedications to record concurrently with Map
10.  Closure Calculations – All lots, overall parcel, streets
11.  Surveyor Set – Provide an additional copy of items 3, 4, 5, 6, 7, 8, 9, and 10
12.  Digital copies of ALL submittal items by download or CD/DVD/USB-Drive; drawings shall be provided in both PDF and AUTOCAD format.
13.  Map Review Fee
  - **\$6,029 – Parcel Map (Service No. 101, AC#206-38716)**
  - **\$9,627 – Final/Tract Map (Service No. 101, AC#206-38716)**

**FEES AS OF JULY 1, 2021**