

SUBDIVISION FLOWCHART

Mapping and BRE Processing

Land Aquisition

A. Offer and Acceptance	Builder/Developer
B. Escrow and Closing	Escrow
1. Inform BRE Processing Dept.	Builder/Developer
2. Inform Engineer	

Meet With Planning Agency

A. Sketch of Proposal	Builder/Developer/Engineer
B. Discussion of General Requirements	

Tentative Map Drawn

A. Request Preliminary Title Report	Engineer
B. File Tentative with Planning Agency	Engineer
1. Copies sent to interested public agency	Planning Dept.
2. Meeting of the Subdivision Review Committee	Planning Dept.
3. Map Placed on agenda of Board of Supervisors of City Council	Planning Dept.
C. Tentative Map review by Board or Council	
1. Approval with no changes	
2. Conditionally approved	
3. Map returned to Engineer	
D. Copy of approved Tentative Map and Conditions of Approval sent to BRE Processing Dept.	Engineer

The Following Three Steps Occur Concurrently

A. BRE Processing Dept. begins paperwork necessary for BRE submittals	FNTG BRE Processing Dept.
B. Engineer begins final work	Engineer
1. Full survey of property to be developed	
2. Drawing of Final Map incorporating changes required by planning agency	
3. Soils studies	
A. Ground fill	
B. Compaction	
4. Architect begins drawing structural plans	

Submittal For Preliminary (Pink) Public Report to BRE (if applicable)

A. Pink report (allow 10 working days)	FNTG BRE Processing Dept.
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Submittal For Final (White) Public Report

A. Quantitative Deficiency and /or assignment to a deputy within 15 days	FNTG BRE Processing Dept.
B. Qualitative Deficiency within 60 days	BRE
	BRE

Developer Obtains Necessary Bonds or Makes Cash Deposits

A. Taxes	Builder/Developer
B. Offsite Improvements	

Developer Executes Subdivision Agreement with the City/County

Final Map Submitted to Planning Agency

A. Approved by Planning	Builder/Developer
B. Placed on consent calendar	Engineer
C. Approved by Board or City Council	Planning Dept.
D. Forwarded to County Recorder	Board/City Council
1. Recorder informs FNTG when map is ready to record	
2. FNTG issues Subdivision Guarantee	FNTG BRE Processing Dept.
3. FNTG records Map along with Guarantee, CC&Rs, and Loan documents (if applicable)	FNTG BRE Processing Dept.

Final Documents are Gathered and Submitted to the BRE for Approval, Along with any other Outstanding Deficiencies

Receipt of Final Public Report

A. Master files prepared for Developer and Escrow	
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