

FINAL SUBDIVISION APPROVAL

TO: Executive Secretary, Guam Land Use Commission
c/o Land Planning Division, Department of Land Management
Government of Guåhan, P.O. Box 2950, Hagatna, Guåhan 96932

The Undersigned owner(s)/lessee(s) of the following described property hereby request consideration for a *Final Subdivision Approval*.

1. Information on Applicant:

Name of Applicant: _____ U.S. Citizen: [] Yes [] No

Mailing Address: _____

Telephone No.: Business _____ Home: _____

2. Location, Description and Ownership:

Subdivision Name: _____

New Lot(s): _____ Block: _____ Tract: _____

Name of Registered Surveyor: _____

Village: _____ Municipality: _____

Certificate of Title Number: _____

Recorded Document Number: _____

Existing Zoning: _____ Existing Use: _____

Average Lot Size: _____ Total Number of Lots: _____

Proposed Use(s) on Property: _____

3. Supporting Information: *Per Guåhan Code Annotated 21 GCA, Chapter 62, Section 62402.*

a. Final Map Form:

- (1) The final 22" X 29" map shall be clearly and legibly drawn in opaque black ink or good quality tracing paper or cloth acceptable by the Planner. Signatures shall be in opaque black ink. A marginal line shall be drawn completely around each sheet, leaving an entirely blank margin of one inch (1").
- (2) If ink is used on polyester base film, the ink surface shall be coated with a suitable substance to assure permanent legibility.
- (3) The number of the sheet and the total number of sheets comprising the map shall be stated on each sheet to include its pictorial relation to each adjoining sheet.

ATTACHMENT: Sections 62401 & 62402, Article 4 (Requirements for Plans & Maps), Chapter 62, Title 21, GCA is attached for your information and guidance in the preparation of your application. For additional requirements, visit the Subdivision Section, Land Planning Division.

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3. (Continuation):

- (4) The exterior boundary of the land included within the subdivision shall be indicated by a blue-colored border. The map shall show the definite location of the subdivision and particularly its relation to surrounding surveys.
- (5) The boundaries of any areas within the proposed subdivision which are subject to usual inundation by water shall be shown.
- (6) The map shall contain the tract number in letters no less than one-half inch (1/2") in height, north directional point, map scale and date of final survey.
- (7) The map shall show all survey and mathematical information and data necessary to relocate and retrace any and all interior and exterior boundary lines appearing thereon including bearings and distances of straight lines, radii, arc and tangent lengths of all curves. The final map shall particularly define, designate and delineate all roads and alley rights of way and easements and other parcels offered for dedication for public use.

b. Required Information and Accompanying Data:

- (1) **The Tentative Subdivision Approval;**
- (2) **Original tracing and two (2) prints of Final Subdivision Map;**
- (3) **One (1) print of the Tentative Map approval by the Guam Land Use Commission;**
- (4) **One (1) set of all improvement plans for the subdivision.**
 - Provide Copy of the Final Inspection and Acceptance Of Improvement Form (DPW Form)
 - If map includes any areas to be dedicated to the Government for "parks" or "open space", letter from the Director of the Department of Parks and Recreation must be included stating that agency's willingness to accept maintenance responsibility for all such area.
- (5) **Subdivision improvements;**
 - If a bond has been posted to cover the costs of improvements; A verified Statement from the Director of Public Works stating the bond meets the 115% total work cost must be included as part of the application.
- (6) **The original and two copies of the following documents for recording with the map;**
 - Deed restrictions or covenant;
 - Homeowner's Association By-Laws;
 - Appropriate instruments for the dedication of any and all lands and improvements within the subdivision to the Government of Guåhan;
 - Appropriate instruments for the designation of any and all easement, utilities or other purposes, within the subdivision.
- (7) **In addition to providing the required number of hard copies of the Application; provide 9-copies of the Application File in Electronic Format (example: in CD format, etc.)**

No application for Guam Land Use Commission approval of a Final Subdivision Map will be accepted by the Department of Land Management unless it includes all the applicable maps, documents, bonds and fees listed above.

4. **Filing Fee:** Ten Dollars (\$10.00) filing fee, in accordance with ***Guåhan Code Annotated, 21 GCA, Chapter 62, Section 62202.***

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5. **Required Signatures:** All legal owners/lessees of designated parcel shall sign form with name(s) typed or handwritten, signed and dated:

"I hereby certify that all information contained in this application and its supplements is true and correct. I also understand that any misrepresentation in this application shall void the entire submission."

(Owner(s) and Date)

(Lessee(s) and Date)

(Representative, if any, and Date)

THIS FORM SHALL NOT BE MAILED. APPLICANT OR REPRESENTATIVE SHALL SUBMIT IN PERSON, BY APPOINTMENT ONLY, TO THE LAND PLANNING DIVISION, DEPARTMENT OF LAND MANAGEMENT.

FOR OFFICIAL USE ONLY

Date Accepted: _____ Accepted By: _____

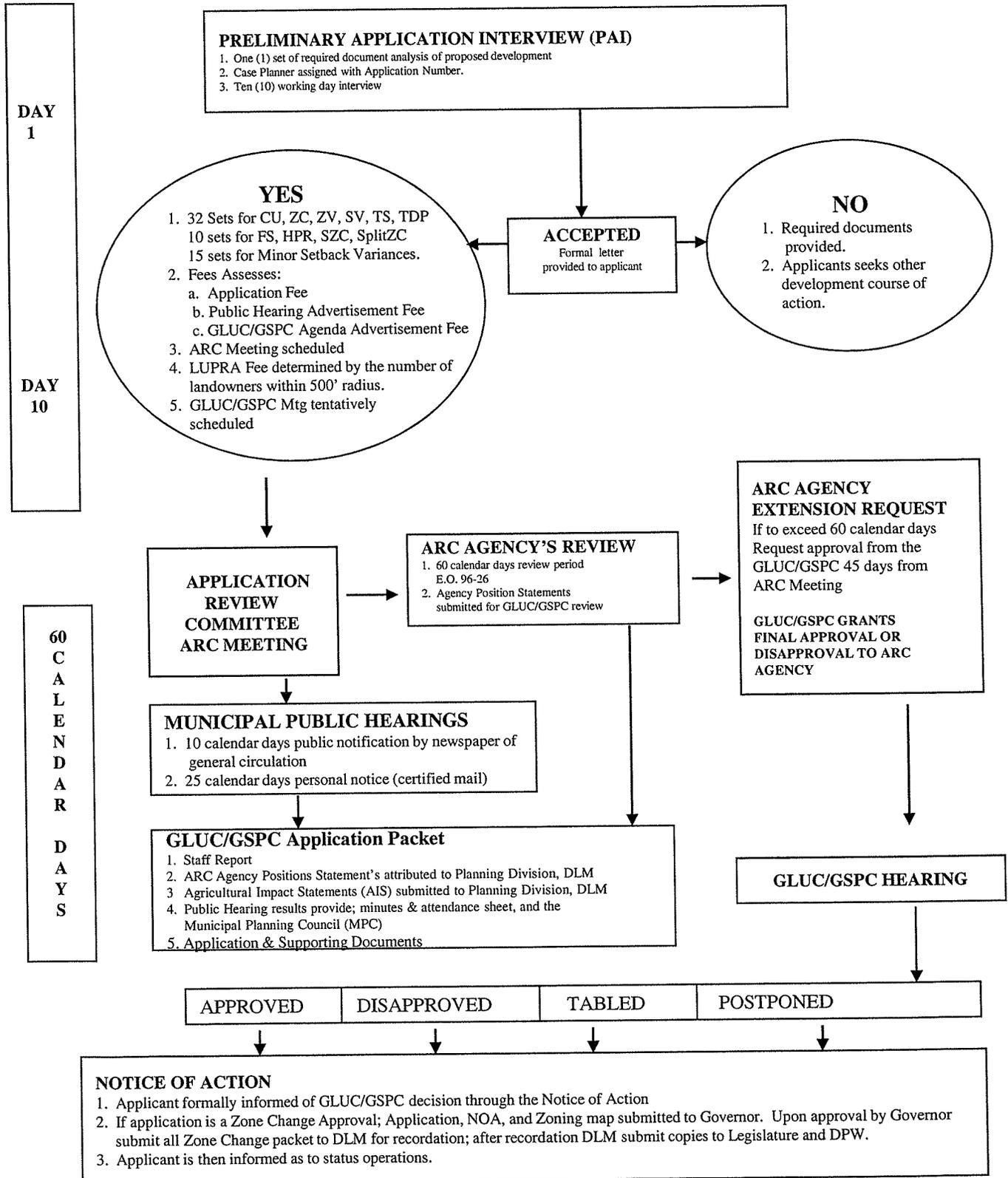
Date of Notice to Adjacent Property Owners: _____

Date of Publication Notice: _____

Application Number: _____ Date of GLUC Action: _____

GLUC Resolution No.: _____

GUAM LAND USE COMMISSION GUAM SEASHORE PROTECTION COMMISSION APPLICATION PROCESS



21 GCA REAL PROPERTY CH. 62 SUBDIVISION LAW

ARTICLE 4 REQUIREMENTS FOR PLANS AND MAPS

§ 62401. Form of Tentative Plans.

§ 62402. Form of Final Plans.

§ 62401. Form of Tentative Plans.

Tentative plans will include six (6) copies of a subdivision map, two (2) copies of a statement of intent by subdivider, and two (2) copies of subdivision improvement plans.

- (a) The subdivider shall cause the tentative subdivision map to be prepared by an engineer or surveyor. The map shall be clearly and legibly drawn on one or more sheets having dimensions of twenty-two inches (22@) by twenty-nine inches (29@). The scale of the map shall be as prescribed by the Commission and the map shall generally include:
- (1) The tract number as issued by the Territorial Planner.
 - (2) The name and address of the owner or owners of record, of the subdivider and of the person preparing the map.
 - (3) Date, north arrow and scale.
 - (4) A key map locating the subdivision in relation to surrounding areas.
 - (5) The exact length and bearing of the exterior boundaries of the subdivision which data shall be referenced to the Guam Geodetic Triangulation Control Net or such alternative system of triangulation control as the Territorial Surveyor may direct.
 - (6) The accurate placement and outline of structures existing of the site.
 - (7) The location, names, and existing widths of adjacent street rights of way.
 - (8) The location and dimensions of all known existing easements and reservations.
 - (9) The location of existing utilities, sewers, drainage ditches and other drainage facilities located in, or adjacent to, the proposed subdivision.
 - (10) The lot numbers and lines of all adjacent parcels of land.
 - (11) The location, width and direction of flow of all water courses within the subdivision area.
 - (12) Topography with contour intervals of two feet (2') where the grounds slope is five percent (5%) or less or contour intervals of five feet (5') where the ground slope is more than five percent (5%).
 - (13) The location and widths of all existing or proposed streets in the subdivision.
 - (14) The approximate lot layout and approximate lot dimensions of each lot.
 - (15) Areas intended to be reserved for public use.
- (b) The statement of the subdivider shall include a resume of the improvements proposed to be made in the subdivision, the existing zone district or districts applicable to the property, proposed use or uses of the subdivision lots and, in the absence of zoning, the proposed setback requirements for individual property development.
- (c) Subdivision improvement plans shall include:

- (1) Street construction plans including, but not limited to, planned grading, street centerline gradients and typical road cross-sections specifying material and depths.
- (2) Water and sewer line plans showing pipe sizes, routing, gradients, pressure regulation and point of origin.
- (3) A drainage plan showing methods and facilities for collection and disposal of storm waters. The storm drainage disposal area or channel must have a demonstrated ability to accept additional water in view of capacity of area or channel and of capacity of existing improvements confining the channel. The tentative plan shall be prepared in sufficient detail for analysis by the Commission as to sufficiency and most suitable location. The Commission may require the submission of detailed construction drawings as subdivision work is initiated to permit detailed analysis of construction conformity to law and the rules and regulations of the Commission, and to facilitate improvement inspections.

SOURCE: GC '18300.

§ 62402. Form of Final Plans.

The final plan submitted for approval shall include a map of the subdivision and a final survey of improvements as installed.

- (a) The map of the subdivision shall be prepared by an engineer or surveyor in accordance with the following:
 - (1) The final map shall be clearly and legibly drawn in opaque black ink on good quality tracing paper or cloth acceptable to the Territorial Planner. Signatures shall be in opaque black ink. The size of the each sheet shall be twenty-two by twenty-nine inches (22@ x 29@). A marginal line shall be drawn completely around each sheet, leaving an entirely blank margin of one inch (1@). The scale of the map shall be as prescribed by the Commission and shall show all details clearly, with enough sheets used to accomplish this purpose. The map shall be so made and shall be in such condition when filed that good, legible prints can be made therefrom.
 - (2) The map shall contain the tract number in letters no less than one-half inch (1/2@) in height, north directional point, map scale, and date of final survey.
 - (3) The map shall show all survey and mathematical information and data necessary to locate all monuments, and to locate and retrace any and all interior and exterior boundary lines appearing thereon including bearings and distances of straight lines, radii, arc and tangent lengths of all curves. The final map shall particularly define, designate and delineate all road and alley rights-of-way and easements and other parcels offered for dedication for public use.
 - (4) The following certificates shall be placed on the first sheet of the map in a form prescribed by the Commission:
 - (A) Dedication of streets, easements and other parcels of land intended for public use by the owner.

- (B) Acknowledgment of dedication for certification by a Notary Public.
- (C) Acceptance of dedication to be signed by the Governor.
- (D) Certification by the surveyor making the map (record plat) that the map is correct and accurate and that the monuments described thereon have been so located.
- (E) Limited access dedication where a nonaccess reservation is used to restrict access. The map shall be lettered Avehicular access rights dedicated to the government of Guam@ along the thoroughfare adjacent to the lots affected.
- (F) Endorsement of Territorial Surveyor.
- (G) Approval by the Commission.
- (H) Certificate of recordation.

In addition, the map shall be accompanied by statements concerning any proposed deed restrictions or covenants.

- (b) As part of the final plan, the subdivider shall submit a copy of an as-built drawing shall show, but not be limited to a showing of, the precise placement, sizing and characteristics of water lines, drainage measures, streets, street curbs and similar constructed utilities. The as-built drawing shall be to specifications satisfactory to the Commission.
- (c) Acceptance of Dedication to be Signed by the Governor. The Governor shall not withhold acceptance of the dedication of any right-ofway in any agricultural subdivision provided the subdivision shall have had *de facto* existence at the time of this Law and the right-of-way is at least twenty (20) feet wide; provided, however, that the owners of the properties within said subdivision shall organize themselves for the creation of improvement districts for the construction, or reconstruction, of needed public facilities in accordance with the provisions of the Improvement District Law (Chapter 69 of this Title), as amended; and provided further that the acceptance of the dedication herein authorized shall become effective only after the Governor of Guam shall have given his approval of the final report by Executive Order as required § 69122 of the this Title 21GCA.

SOURCE: GC 18301. Subdivision (c) added by P.L. 13-68, enacted July 26, 1976.