

# FINAL SUBDIVISION APPROVAL

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

6. In an effort to provide a more effective means why which the municipality’s concerns are heard and accommodated according to the land and regulations of real property uses, this land use application must be assessed for the need of the empanelment of a Hybrid Commission pursuant to **P.L. 33-219**. A Hybrid Commission will be empaneled if this application represents a development cost of more than three million dollars (\$3,000,000.00), exclusive of the cost of the real property as described in this application.

**WILL THIS PROJECT COST MORE THAN \$3,000,000.00? YES  NO**

**Please sign attesting to your answer** ⇨ \_\_\_\_\_

*(Please see attachment for more information on Public Laws 33-209 and 33-219, as they affect the process of assessment of this application.)*

**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.**

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**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.: \_\_\_\_\_