

DEVELOPMENT AGREEMENT CHECKLIST

PHYSICAL SUBMISSION

- List of property owners within 500' formatted as mailing labels prepared by a title company or other entity willing to certify names
- Mailing label radius map
- Payment of filing fee

DIGITAL SUBMISSION

Submit the items below to: cdapps@sgcity.org

The subject line of your email **must** read as Development Agreement (Project Name)

- A detailed narrative of the proposed development of the entire property
- A legal description and surveyed site plan in DWG (AutoCad) format prepared by a licensed surveyor
- A project area map
- Drafted Development Agreement

Payment may be made on the portal or in person, Development Agreement \$500.00