



QUESTIONNAIRE FOR FINAL PUBLIC REPORT
For Condominium & Planned Development Projects

FOR THE FOLLOWING SECTIONS, PLEASE MARK Yes, No, N/A, OR FILL IN THE REQUESTED INFORMATION.

1. Advertising name of project _____

2. Full name of Homeowners Association _____

3. Project address or cross streets _____

4. Tract number _____

5. List information on key person of contact:

Name _____

Title _____

Address _____

Phone _____

Cell # _____

Fax _____

Email _____

6. List contact information on project engineer:

Name _____

Address _____

Phone _____

7. In addition to the required public report, do you wish to obtain a *Preliminary Public Report*? _____
The Preliminary Report is optional. It allows you to post signs/advertise, and take non-binding reservations with deposits. With this report, no binding contracts may be signed and all neutral escrow deposits are fully refundable.

8. Are you considering the use of a *Conditional Public Report*? _____
This will allow the subdivider to enter into binding contracts and open escrows but not close until issuance. This report is filed when the subdivider is waiting for an event to take place before the Final Public Report

may be issued. Also please remember, though a Conditional Report gets issued, Title Reports for buyers and lenders cannot be written until the Tract Map, CC&R s, and Condominium Plan have been recorded.

Type of Project:

Condominium	_____	Adjacent Lot Offering	_____
Condo Conversion	_____	Senior Housing	_____
Planned Development	_____	Low Income Housing	_____
Mixed Use	_____		

1. Number of lots/units _____ For planned development projects, indicate the number of common area lots _____ How many acres are included in this project? _____

11. Do you now hold Title to the property? _____ or will there be a change in Title? _____ If Title is held or will be held in one of the entities named below, please provide name and Title of the persons authorized to sign:

Limited Liability Company Name of LLC & Manager/Managing Member _____

Corporation Name of Corporation & President, Vice President _____

Partnership Name of General Partners _____

12. List contact information of Individual/Firm preparing Association Budget:

Name _____
Address _____
Phone _____
Email _____

13. List contact information of Law Firm preparing Homeowners Association CC&R s, ByLaws, Articles:
Will the Law Firm be preparing your Purchase & Sale Agreement/Escrow Instructions _____?

Name _____
Address _____
Phone _____
Email _____

14. What phase will this application be for If this is a phased project? _____ How many phases are there total? _____

15. Check the parking arrangement that will apply to your project:
- Two-car garage attached to each home/unit _____
 - Two parking spaces per unit in a subterranean garage _____
 - One covered parking space and one open parking space per unit _____
 - Two open parking spaces per unit _____

Two covered parking spaces per unit _____
Total number of guest parking spaces for your project _____

16. Number of buildings containing residential units _____ Estimated completion date of residential units _____
Estimated completion date of common area facilities _____.

17. Is the Subdivider/Developer a California resident? _____ List contact information of the person who will keep the subdivision sales records:

Name _____
Address _____
Phone _____

18. Do you have reservations on your property for mineral, oil or gas rights? _____ Do you wish to reserve any? _____.

1. Is this project within the coastal one? _____ If so, have you obtained a permit or exemption? _____

2. Current zoning surrounding project: Please describe as single-family, multi-family, commercial, etc.

North _____ South _____
East _____ West _____

21. Does the property include structures built prior to 178? _____

22. Will the project use public sewers? _____
Will the purchaser be responsible for costs in connection with the installation of the sewer system? _____
Will the purchaser be responsible for costs in connection with sewer extension to lot/unit? _____
Into what sewer system will the tract sewers discharge? _____

23. Will the service charge for sewage disposal be included on the water bill or tax bill? _____

24. List the public agency where reports of soil conditions and/or filled ground are available:

Name _____
Address _____
Phone _____

25. Has a geologic report been prepared? _____ If no, will one be prepared? _____
Will there be dirt fill? _____ If yes, in excess of 2 feet? _____
If yes, will this apply to some _____ or all _____ lots?

26. Which water company will supply water for this subdivision? _____
Have water lines been or will they be installed by the subdivider? _____
Will purchaser pay for the installation of water lines? _____

27. List name/phone of servicing utilities:

Gas Company _____ Phone _____
Electric Co _____ Phone _____

Telephone Co _____ Phone _____

28. Will purchaser have to pay installation/extension costs of utilities other than normal connection charges?
_____ Are utility lines adjacent to the project? _____

2. Check the off-site improvements you are required to construct for this project:
Streets _____ Drainage _____ Sewers _____ Curb/Gutters/Sidewalk _____
Other _____

3. Is this project located within a landscape or lighting maintenance district? If so, provide name of district:

31. Is this project located within any special district, community facilities districts, or mello-roos district? If so, provide name of district: _____

32. Will all streets and/or private driveways providing access to lots be fully improved at the time of final map approval? _____

33. Will there be a construction loan for your property? _____ If so, have you selected a lender or are you still looking? _____

34. If a lender has been selected, please list contact information:

Lender Name _____

Address _____

Phone _____

35. Will you use your own funds? _____

36. List contact information on the escrow company which will handle your sale escrows:

Company Name _____

Escrow Officer _____

Address _____

Phone _____

37. Do you have any financial interest in the escrow company named above? _____
If Yes, describe: _____

38. Is this interest greater than 5? _____

3. Will you be offering your own financing by possibly taking back:
First Deeds? _____ Second Trust Deeds? _____ Will you offer Creative Financing loans with
balloon payments, equity sharing, etc.? _____

4. Do you intend to rent or lease any of the units? _____ If so, how many units are you going to rent/lease? _____ Will you offer leases with an option to purchase? _____ If so, will you be offering lease options for a term of one year or longer? _____ how many units? _____.

41. CONERSION PROECTS ONLY: Do you have any plans for re novation and/or improvements to the project? If so, please list the improvements you plan to make prior to the close of escrow.

42. FOR CONDOMINIUM CONERSION PROECTS: When was the bui lding constructed? _____ Will you obtain an inspection report for this project? _____

43. FOR PHASED PROECTS ONLY: Do you plan to use a subsidy an d/or maintenance agreement for this project? If so, which ones? _____

44. Will you require purchasers to contribute to a Start-up or Capital Contribution fund for the homeowners association? _____ Will it be a set amount? _____ or will it be 2 months of HOA dues? _____ This money would be received from a buyer at the close of escrow, over and above the monthly assessments. If so, you will be required to fund/bond the entire start-up costs prior to the close of escrow.

45. If this is a phased project, has a Final Public Report been issued on a previous phase? _____

46. Will your construction lender require that a certain percentage of lots/units close concurrently or be in escrow before a sale can close? _____

47. COMMON FACILITIES - Please put a check mark by those items which the homeowners association will have the responsibility to maintain.

Landscaping _____ Pool _____ Cabana _____ Tennis Court _____ Elevator _____ Sauna _____

Lakes/Ponds _____ Fences _____ Lighting _____ Streets/Drives _____

Parking in Common Area _____ Spa _____ Recreation Room _____ Laundry Room _____

Restrooms _____ Fountain _____ Walls _____ Electric Guard Gate _____

THIS QUESTIONNAIRE WAS COMPLETED BY _____ ON _____, 2____.

THE AERAGE COMPLETION TIME FOR ISSUANCE OF A PUBLI C REPORT white report ON COMMON INTEREST SUBDIISIONS IS 4 TO 6 MONTHS - Pro viding that all requirements have been met and the Tract/Parcel Map and other necessary documents have been recorded within this timeframe.

REQUIRED FOR PHASED PROJECTS: Please include a *Phasing Schedule* that includes residential lot numbers, common area lot numbers/letters and a breakdown of the common area for each phase Required.

