

**CITY OF LANCASTER**  
**SUBDIVISION**  
**ENGINEERING SECURITY FORMS, FEES, AND SUBMITTAL REQUIREMENTS**

1. Prior to construction of on-site or off-site improvements, a final recorded map must be on file with the city. These steps also apply to the substitution of an Undertaking Agreement and Securities of an existing tract.
2. Developer retains a licensed civil engineer to produce and submit:
  - A. Grading Plans
  - B. Improvement Plans
  - C. Bond or Security Estimate Form & Utility Underground Letters
  - D. Plan Checking Fees
3. City plan check engineer processes and approves Bond or Security Estimate Form, then the following fees are paid:
  - A. Adjusted balance of Plan Checking Fees
  - B. Lancaster Lighting and Maintenance District (LLMD) processing and 1st year assessment fees
  - C. Landscape Maintenance District (LMD) processing and 1st year assessment fees
  - D. Drainage Maintenance District (DMD) processing and 1st year assessment fees
  - E. Misc. fees called out on the Bond or Security Estimate Form or the plan check engineer's checklist.
4. Developer submits completed Undertaking Agreement, Securities, Financial Interest Disclosure and pulls Permits prior to construction:
  - A. Grading Security shall be posted and Grading Permit pulled before on-site construction can begin (also see other grading forms needed before grading).
  - B. Undertaking Agreement shall be accepted by council before off-site improvements can be constructed.
  - C. Faithful Performance and Labor & Material Securities shall be posted and Encroachment Permits pulled before off-site construction can begin.
  - D. Monumentation Security in the form of a cash deposit shall be posted before construction begins.

**ACCEPTED FORMS OF SECURITIES**

(All securities except Bonds shall be submitted with a Security Assignment and Agreement form)  
(Per City Format)

Bonds  
Cash Deposits  
Certificates of Deposits  
Letters of Credit