

PUBLIC REPORT AMENDMENT/RENEWAL APPLICATION

RE 635 Part III (Rev. 9/24)

Note: Submit this package and one photocopy of pages 1 and 2; attach filing fee to page 1 photocopy.

FOR DRE USE ONLY

QUESTIONNAIRE

1. THIS APPLICATION IS FOR A: [check box(es)]

- | | |
|---|--|
| <input type="checkbox"/> AMENDMENT OF: | <input type="checkbox"/> RENEWAL OF: |
| <input type="checkbox"/> FINAL PUBLIC REPORT | <input type="checkbox"/> FINAL PUBLIC REPORT |
| <input type="checkbox"/> CONDITIONAL PUBLIC REPORT | <input type="checkbox"/> CONDITIONAL PUBLIC REPORT |
| <input type="checkbox"/> INTERIM PUBLIC REPORT | |
| <input type="checkbox"/> NEW CONDITIONAL PUBLIC REPORT | |

2. TYPE OF SUBDIVISION

- | | |
|--|---|
| <input type="checkbox"/> STANDARD | <input type="checkbox"/> COMMUNITY APARTMENT |
| <input type="checkbox"/> CONDOMINIUM | <input type="checkbox"/> MOBILE HOME |
| <input type="checkbox"/> PLANNED DEVELOPMENT | <input type="checkbox"/> CONVERSION |
| <input type="checkbox"/> STOCK COOPERATIVE | <input type="checkbox"/> LIMITED EQUITY HOUSING CO-OP |
| <input type="checkbox"/> UNDIVIDED INTEREST | <input type="checkbox"/> MIXED USE |
| <input type="checkbox"/> TENANCY-IN COMMON | |

3. SUBDIVISION IDENTIFICATION AND LOCATION

DRE FILE NUMBER _____

PREVIOUS REAL ESTATE SPECIALIST ASSIGNED FILE _____

LIST MASTER FILE NO. (IF APPLICABLE) _____

NAME OF SUBDIVISION (RECORDED/TENTATIVE MAP NAME/NO.) _____

TRACT NUMBER _____

NAME TO BE USED IN ADVERTISING _____

STREET ADDRESS (OR NEAREST CROSS STREETS) _____

CITY _____

COUNTY _____

IF SUBDIVISION IS LOCATED WITHIN CITY LIMITS, LIST NAME OF CITY. _____

IF RURAL SUBDIVISION, LIST NAME OF NEAREST TOWN/CITY. _____

LIST THE MILES/DIRECTION FROM NEAREST TOWN/CITY. _____

IF STOCK COOPERATIVE CONVERSION OR LEHC, IDENTIFY UNIT NUMBERS. _____

4. WILL YOU ALSO FILE WITH CFPB? (Refer to Question 23.)

- NO YES

5. INTERESTS

TOTAL NUMBER OF INTERESTS IN SUBDIVISION _____

NUMBER OF INTERESTS TO BE COVERED BY THIS AMENDMENT/RENEWAL _____

NUMBER OF SHARES/MEMBERSHIPS RE-ACQUIRED BY COOPERATIVE _____

FILE NUMBER	
AMOUNT REQUIRED	
\$	
AMOUNT RECEIVED	
\$	
REFUND AMOUNT	
\$	
AMT TRANSFERRED	FOR LOTS
\$	
FROM FILE #	

CHECK THE APPROPRIATE BOXES:

- The cooperative corporation has re-acquired shares memberships in this subdivision.
- I have acquired _____ lots/units/shares in this subdivision.
- Not applicable or same owner.

6. SIZE OF THIS FILING

NUMBER OF RESIDENTIAL LOTS/UNITS/INTERESTS (DO NOT COUNT COMMON AREA LOTS)

NUMBER OF COMMERCIAL UNITS/INTERESTS/MODULES (MIXED USE PROJECTS ONLY)

NUMBER OF COMMON AREA LOTS	NUMBER OF ACRES IN THIS PHASE
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LIST COMMON AREA LOT NUMBERS/LETTERS/MODULES _____

Check appropriate box(es)

- Lots/Units to be: Sold Leased
- All residential lots to be sold vacant
- All residential lots to be sold with completed residential structures.
- Residential lots to be sold both vacant and improved with residential structures.
- Vacant lots to be sold under agreement obligating buyer to enter into construction contract with seller or seller controlled entity.
- All lots to be sold as raw land.
- All lots/units to be sold with age restrictions. (Defined per Civil Code 51.3, 51.11)
- All lots/units to be sold subject to Intergenerational Housing Development restrictions. (Defined per Civil Code 51.3.5)
- At least 50% of the lots/units will be sold subject to affordable housing financing programs. (Submit evidence.)

WAS A PRELIMINARY/INTERIM PUBLIC REPORT ISSUED FOR THIS FILING?

- NO If NO, submit basic filing fee, 15 address labels for SRP and another 15 for subdivider.
- YES If **PRELIMINARY/INTERIM ISSUED**, enter assigned file number below.

_____ [Assigned File Number]

WHEN PUBLIC REPORT IS READY:

- EMAIL TO SRP EMAIL ADDRESS: _____
- MAIL TO SRP
- CALL SRP FOR PICK UP

7. SUBDIVIDER INFORMATION		9. BUDGET PREPARER	
NAME		NAME	
ATTENTION		ATTENTION	
BUSINESS ADDRESS		BUSINESS ADDRESS	
CITY		CITY	
STATE	ZIP CODE	STATE	ZIP CODE
TELEPHONE NUMBER (INCLUDE A/C)	FAX NUMBER	TELEPHONE NUMBER (INCLUDE A/C)	FAX NUMBER
EMAIL ADDRESS		EMAIL ADDRESS	
8. SINGLE RESPONSIBLE PARTY (SRP)		10. MANAGEMENT DOCUMENTS (OR AMENDMENTS) PREPARER	
NAME		NAME	
ATTENTION		ATTENTION	
BUSINESS ADDRESS		BUSINESS ADDRESS	
CITY		CITY	
STATE	ZIP CODE	STATE	ZIP CODE
TELEPHONE NUMBER (INCLUDE A/C)	FAX NUMBER	TELEPHONE NUMBER (INCLUDE A/C)	FAX NUMBER
EMAIL ADDRESS		EMAIL ADDRESS	

11. SUBDIVISION SALES RECORDS

Will the location of the sales records remain the same? Yes No

If No, complete the following:

NAME OF CUSTODIAN		TELEPHONE NUMBER
BUSINESS ADDRESS (POST OFFICE BOXES ARE NOT ACCEPTABLE)		
CITY		
COUNTY	STATE	ZIP CODE

12. ALWAYS SUBMIT THE FOLLOWING

- A. Ten self-sticking address labels for the single responsible party (SRP) for this project and another ten labels for the subdivider.
- B. Filing fee attached to a photocopy of pages 1 and 2 of RE 635 Part III.
- C. Current Title – Submit a current (issued within 90 days of submittal) preliminary report signed by an authorized employee of the title company, updated title letter, or policy of title insurance covering all interests owned. The DRE Special Note must be included on the title document and the issue date must be within 90 days of the issue date of the amendment/renewal. If applicant does not currently hold title, also submit evidence of future vesting including a date certain by which title must be conveyed.

Note: Please include current assessor’s tax rate for this project.

If YES, *submit* a copy of each changed/amended document, with changes redlined, for review.

2) Is this subdivision subject to age restrictions? Yes No

C. Are there any changes to the condominium plan since last submittal? (Answer NA if this is not a condominium project.) Yes No NA

If YES, *submit* a copy of the revised condominium plan for review.

D. Have there been any changes to the deposit receipt/purchase agreement since last submittal?..... Yes No

If YES, *submit* an exemplar deposit receipt/purchase agreement completed in sample form for review signed by the subdivider.

E. Have there been any changes to the grant deed since last submittal? Yes No

If YES, *submit* an exemplar grant deed for review signed by the subdivider.

F. Will leasehold estates be offered?..... Yes No

If YES, *submit* an exemplar lease agreement for review signed by the subdivider.

G. Have there been any annexations of lots/units to the subdivision since issuance of the latest public report?..... Yes No

1) If YES, were all lots/units annexed under sub-phases with issued final public reports? Yes No NA

If NO, *submit* details and documentation.

H. Have there been any changes to the phasing schedule since last submittal?..... Yes No NA

If YES, *submit* a copy of the previous and proposed phasing schedule and explain/identify the changes (for instance, residential unit(s)/ lots(s), common areas/lots, common facilities, etc.).

15. UTILITIES/SERVICES/SOILS/SCHOOLS/ USES

A. Which of the following utilities or services are installed and complete?

	<i>NA</i>	<i>Now Completed</i>	<i>Not Completed</i>
1) Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Electricity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Telephone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Sewage disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Streets and roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. Does the latest public report reflect current costs to purchasers for installation or extension or hookup for any utilities/improvements/services listed above? (Include well and /or septic system costs.)..... Yes No NA

If NO, *submit* updated information (e.g., cost estimates prepared by contractor or engineer).

Note: Subdivider *must submit* details, if any governmental or other authority has taken adverse action against providers of water or sewer service.

1) Are septic tanks or individual sewage systems the sewage disposal method?..... Yes No

If Yes, *submit* a letter from the local health authority stating that a septic tank or other individual sewer system is the acceptable method of sewage disposal and will be permitted on each and every lot included in the application. If the letter from the local health authority does not specify each and every lot as suitable for the proposed sewage disposal system, the sample escrow instructions and the sample sales agreement must provide that no sale will be closed until the purchaser has received a written opinion, satisfactory to the purchaser, from the local health authority, a registered civil engineer or geologist, that the lot/parcel is suitable for installation of a septic system or other individual sewer system and a permit would be issued on the date of the opinion, if an application for a permit were made in compliance with local permit requirements on that date.

C. Does the latest public report state that there are roads within the subdivision which are to be dedicated and/or maintained by a public agency or entity, but that such dedication or maintenance had not occurred? Yes No

1) If YES to 15C, has the dedication of all such roads now been made and accepted?..... Yes No NA

2) If YES to 15C, have the roads which have been dedicated been accepted for maintenance? . Yes No NA

3) If NO to either 15C (1) or (2) above, *submit* current information, if different from the information in the latest public report, as to when dedication and/or maintenance will begin and how roads will be maintained until public maintenance begins.

D. Subsequent to issuance of the latest public report, were any districts (e.g., special districts, assessment districts, community facilities districts [Mello-Roos], etc.) created which have the power to tax or levy assessments; or are any currently being created; or has there been a change in the fees or fee structure? Yes No

If YES, has the project been annexed to any such district or is annexation imminent? Yes No NA

If YES, *submit* RE 624C or the equivalent information as applicable.

What is the current tax rate?..... _____ (rate) _____ (tax yr.)

E. Is water supplier a mutual water company? Yes No

1) If YES, was the mutual water company formed prior to January 1, 1998? Yes No NA

a) If YES, *submit* either a copy of the current permit to issue shares granted by the Department of Business Oversight or all of the items under (b) below.

b) If NO, *submit* all of the following:

- Executed RE 699B (Mutual Water Company Certification);
- A copy of the certificate of the State Water Resources Control Board or the Local Primacy Agency as required by Sections 116270 to 116293 of the Health and Safety Code;
- A copy of the statement signed either by the engineer who prepared the engineer's report pursuant to Section 14312(a)(7) of the Corporations Code or a person employed or acting on behalf of the public agency or other independent qualified person, that the water supply and distribution system has been examined and tested and operates in accordance with the design standards of Chapter 2, Part 7 of Division 3, Title 1 of the Corporations Code; and
- Evidence of completion of the water supply and distribution system which will serve all lots to be covered by the public report.

2) Will purchaser have to pay to acquire shares? Yes No NA

If YES, *state* an estimate of the total per lot cost to secure water service: \$ _____

F. Does the latest public report reflect the name(s) and address(es) of the public agency(ies) where the soils, filled ground (if any) and geologic (if any) information can be located?..... Yes No

If NO or if the public report information is not current, *provide* this information.

NAME OF SOIL PUBLIC AGENCY

ADDRESS

CITY

STATE

ZIP CODE

NAME OF FILLED GROUND PUBLIC AGENCY

ADDRESS

CITY

STATE

ZIP CODE

NAME OF GEOLOGICAL REPORT PUBLIC AGENCY

ADDRESS

CITY

STATE

ZIP CODE

G. Has a statement been approved by the school district (*one for each school district serving the subdivision*) that shows the location of every school serving the subdivision? Yes No

If YES, *submit* the statement.

If NO, *submit* documentation that a statement to that effect was asked of the governing body of the school district and a copy of the letter requesting this information.

H. Does this subdivision lie within the boundaries of land classified as State Responsibility Area (wildland area that may contain substantial forest fire risks and hazards) as determined by the California State Board of Forestry pursuant to Section 4125 of the Public Resources Code?..... Yes No NA

Note: Maps of State Responsibility Areas should be on file with the County Planning Department or County Assessor's Office.

Note: Check NA, if this subdivision is located in any of the following counties: Kern, Los Angeles, Marin, Orange, San Francisco, Santa Barbara, Sutter or Ventura.

1) If YES, has a will-serve letter already been submitted for this file from the fire protection agency, if any, providing structural fire protection and a will-serve letter from the appropriate Ranger Unit of the California Department of Forestry as to wildland fire protection?..... Yes No NA

If NO, submit.

- I. 1) Is any part of this subdivision located within a *Special Flood Hazard Area* (any type Zone “A” or “V”) as designated by the Federal Emergency Management Agency (FEMA)?

- Yes No
 Do not know and information not available from local jurisdiction*
 No Change

If YES, pursuant to Government Code Section 8589.3, the seller shall disclose to any prospective purchaser of property within a *Special Flood Hazard Area* the fact that the property is within this Area.

If YES, the public report will contain the following note under the section entitled “Hazards”:

The subdivider has advised that all or portions of the subdivision subject to this Public Report are located within a *Special Flood Hazard Area* as designated by the Federal Emergency Management Agency. Additionally, the subdivider has advised that prospective purchasers within this Area will be provided a separate disclosure required under Government Code Section 8589.3.

If any disclosure, or any material amendment to any disclosure, required to be made by the subdivider regarding this natural hazard is delivered after the execution of an offer to purchase, the purchaser shall have three days after delivery in person or five days after delivery by deposit in the mail to terminate the offer by delivery of a written notice of termination to the subdivider or the subdivider's agent.

- 2) Is any part of this subdivision located within an *Area of Potential Flooding* shown on an inundation map designated pursuant to Government Code Section 8589.5?

- Yes No
 Do not know and information not available from local jurisdiction*
 No Change

If YES, pursuant to Government Code Section 8589.4, the seller shall disclose to any prospective purchaser of property within an *Area of Potential Flooding* shown on an inundation map the fact that the property is within this Area.

If YES, the public report will contain the following note under the section entitled “Hazards”:

The subdivider has advised that all or portions of the subdivision subject to this Public Report are located within an *Area of Potential Flooding* as shown on an inundation map. Additionally, the subdivider has advised that prospective purchasers within this Area will be provided a separate disclosure required under Government Code Section 8589.4.

If any disclosure, or any material amendment to any disclosure, required to be made by the subdivider regarding this natural hazard is delivered after the execution of an offer to purchase, the purchaser shall have three days after delivery in person or five days after delivery by deposit in the mail to terminate the offer by delivery of a written notice of termination to the subdivider or the subdivider's agent.

- 3) Is any part of this subdivision located within a *Very High Fire Hazard Severity Zone* as designated under the requirements of Government Code Section 51178 or 51179?

- Yes No
 No Change

If YES, pursuant to Government Code Section 51183.5, the seller shall disclose to any prospective purchaser of property within a *Very High Fire Hazard Severity Zone* the fact that the property is within this Zone and is subject to the maintenance requirements of Section 51182.

If YES, the public report will contain the following note under the section entitled “Hazards”:

The subdivider has advised that all or portions of the subdivision subject to this Public Report are located within a *Very High Fire Hazard Severity Zone*. Additionally, the subdivider has advised that prospective purchasers within this Zone will be provided a separate disclosure required under Government Code Section 51183.5.

If any disclosure, or any material amendment to any disclosure, required to be made by the subdivider regarding this natural hazard is delivered after the execution of an offer to purchase, the purchaser shall have three days after delivery in person or five days after delivery by deposit in the mail to terminate the offer by delivery of a written notice of termination to the subdivider or the subdivider's agent.

- 4) Is any part of this subdivision located within a *State Responsibility Area* (wildland area that may contain substantial forest fire risks and hazards) as determined by the California State Board of Forestry pursuant to Public Resources Code Section 4125?.....

Yes No
 No Change

If YES, pursuant to Public Resources Code Section 4136, the seller shall disclose to any prospective purchaser of property within a *State Responsibility Area* the fact that the property is within this Area and is subject to the maintenance requirements of Section 4291.

If YES, the public report will contain the following note under the section entitled "Hazards":

The subdivider has advised that all or portions of the subdivision subject to this Public Report are located within a *State Responsibility Area* (wildland area that may contain substantial forest fire risks and hazards) as determined by the California State Board of Forestry. Additionally, the subdivider has advised that prospective purchasers within this Area will be provided a separate disclosure required under Public Resources Code Section 4136.

If any disclosure, or any material amendment to any disclosure, required to be made by the subdivider regarding this natural hazard is delivered after the execution of an offer to purchase, the purchaser shall have three days after delivery in person or five days after delivery by deposit in the mail to terminate the offer by delivery of a written notice of termination to the subdivider or the subdivider's agent.

- 5) Is any part of this subdivision located within a delineated *Earthquake Fault Zone* pursuant to the Alquist-Priolo Earthquake Fault Zoning Act?

Yes No
 No Change

If YES, pursuant to Public Resources Code Section 2621.9, the seller shall disclose to any prospective purchaser of property within a delineated *Earthquake Fault Zone* the fact that the property is within this Zone.

If YES, the public report will contain the following note under the section entitled "Hazards":

The subdivider has advised that all or portions of the subdivision subject to this Public Report are located within an *Earthquake Fault Zone*. Additionally, the subdivider has advised that prospective purchasers within this Zone will be provided a separate disclosure required under Public Resources Code Section 2621.9.

If any disclosure, or any material amendment to any disclosure, required to be made by the subdivider regarding this natural hazard is delivered after the execution of an offer to purchase, the purchaser shall have three days after delivery in person or five days after delivery by deposit in the mail to terminate the offer by delivery of a written notice of termination to the subdivider or the subdivider's agent.

- 6) Is any part of this subdivision located within a *Seismic Hazard Zone* pursuant to the Seismic Hazards Mapping Act (Public Resources Code Sections 2690-2699.6)?

Landslide Zone?
 Yes No
Liquefaction Zone?
 Yes No
 Map not yet released by state*
 No Change

If YES, pursuant to Public Resources Code Section 2694, the seller shall disclose to any prospective purchaser of property within a *Seismic Hazard Zone* the fact that the property is within this Zone.

If YES, the public report will contain the following note under the section entitled "Hazards":

The subdivider has advised that all or portions of the subdivision subject to this Public Report are located within a *Seismic Hazard Zone*. Additionally, the subdivider has advised that prospective purchasers within this Zone will be provided a separate disclosure required under Public Resources Code Section 2694.

If any disclosure, or any material amendment to any disclosure, required to be made by the subdivider regarding this natural hazard is delivered after the execution of an offer to purchase, the purchaser shall have three days after delivery in person or five days after delivery by deposit in the mail to terminate the offer by delivery of a written notice of termination to the subdivider or the subdivider's agent.

* **Future changes which place any part of the unsold lots/units in this subdivision within a natural hazard area will be considered a material change requiring the filing of an amended public report application.**

7) **Common Interest Projects Only** — As a result of any hazard area listed above, has there been (or will there be) an increase of 20% or more in the regular assessment amount reflected in the current public report charged by the Association against owners? Yes No

If YES, submit the items listed in Q18.

J. 1) Are you aware, or have any reason to believe, that the subject subdivision contains any rock material which includes natural occurrences of asbestos? Yes No

Note: Serpentine rock may include asbestos fibers.

2) Is the subdivision covered by a State prepared map indicating the likelihood of the presence of natural occurrences of asbestos? Yes No

Note: You may wish to contact the State Department of Conservation, Division of Mines and Geology for information regarding available maps.

3) Has any geologic testing been conducted in this subdivision for the purpose of identifying the presence of asbestos fibers? Yes No

If YES, did the results indicate that asbestos fibers are present? Yes No NA

Note: A YES response to 15J(1) or 15J(2) above will result in a public report disclosure regarding the possibility that this subdivision contains natural occurrences of asbestos, unless geologic testing is/has been conducted on the property and it is/was determined that the subdivision does not contain naturally occurring asbestos.

K. Is this subdivision within an “airport influence area,” also known as an “airport referral area,” as determined by an airport land use commission? Yes No

If YES, the following statement shall be included in the public report:

Notice of Airport in Vicinity

This property is presently located in the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.

L. Is this subdivision located within the jurisdiction of the San Francisco Bay Conservation and Development Commission? Yes No

If YES, the following statement shall be included in the public report.

Notice of San Francisco Bay Conservation and Development Commission Jurisdiction

This property is located within the jurisdiction of the San Francisco Bay Conservation and Development Commission. Use and development of property within the commission’s jurisdiction may be subject to special regulations, restrictions, and permit requirements. You may wish to investigate and determine whether they are acceptable to you and your intended use of the property before you complete your transaction.

- M. Is this subdivision located within one mile of property designated as "Prime Farmland," "Unique Farmland," "Farmland of Statewide Importance," "Farmland of Local Importance," or "Grazing Land on the most current "Important Farmland Map" issued by the Department of Conservation, Division of Land Resource Protection?..... Yes No

If YES, the following statement shall be included in the public report.

Notice of Right to Farm

This property is located within one mile of a farm or ranch land designated on the current county-level GIS "Important Farmland Map," issued by the California Department of Conservation, Division of Land Resource Protection. Accordingly, the property may be subject to inconveniences or discomforts resulting from agricultural operations that are a normal and necessary aspect of living in a community with a strong rural character and a healthy agricultural sector. Customary agricultural practices in farm operations may include, but are not limited to noise, odors, dust, light, insects, the operation of pumps and machinery, the storage and disposal of manure, bee pollination, and the ground or aerial application of fertilizers, pesticides, and herbicides. THESE AGRICULTURAL PRACTICES MAY OCCUR DURING ANY 24-HOUR PERIOD. Individual sensitivities to those practices can vary from person to person. You may wish to consider the impacts of such agricultural practices before you complete your purchase. Please be advised that you may be barred from obtaining legal remedies against agricultural practices conducted in a manner consistent with proper and accepted customs and standards pursuant to Section 3482.5 of the Civil Code or any pertinent local ordinance.

16. OFFERING INFORMATION

- A. Does the subdivider intend to offer lease-options?..... Yes No
- B. Does the subdivider intend to rent rather than to sell or lease lots/units in the subdivision?..... Yes No

If YES, approximately how many lots/units will be rented? _____

- C. Does the subdivider intend to sell or lease five or more lots/units to a single entity?..... Yes No

If YES, *submit* name and mailing address of said entity(ies).

- D. Does the subdivision include residential structures built prior to 1978 (do not include properties sold at a foreclosure sale or housing designated for the elderly)?..... Yes No

If YES, pursuant to federal Real Estate Disclosure and Notification Rule (24 CFR Part 35 and 40 CFR Part 745), the seller is required to disclose to prospective buyers that this property may contain lead-based paint and/or lead-based paint hazards as well as provide certain written materials as mandated by current law. The seller is required to offer all prospective buyers an opportunity to conduct a risk assessment for lead-based paint and lead-based paint hazards prior to being obligated under a purchase contract. This risk assessment may be waived by written agreement between buyer and seller. For more information on seller's obligations, you should contact the local office of the Environmental Protection Agency.

- E. Does this project contain exterior elevated elements as defined in Civil Code Section 5551?..... Yes No

If YES, applicable costs should be included in the HOA's budget and appropriate provisions should be included in the HOA's management documents/CC&Rs.

- F. Will lots/units be subject to transfer fees as defined in Section 1098 of the Civil Code?..... Yes No

If YES, *submit* a copy of the recorded document required by Section 1098.5 of the Civil Code.

Note: If this subdivision is a standard rather than a common interest subdivision, go directly to item 20.

17. COMPLETION INFORMATION (COMMON INTEREST PROJECTS ONLY)

- A. Is this subdivision a condominium project? Yes No
- B. Has at least one escrow been closed on a condominium under the last public report issued?..... Yes No NA
 - 1) If YES to 17A or 17B , were all common area improvements, including residential units, completed when the last public report was issued?..... Yes No NA
 - a) If YES to 17B(1), *submit* a copy of the Notice of Completion/Certificate of Occupancy.
 - 2) If NO to 17B(1), are all common area improvements, including residential units, now completed (11018.5 of the B & P Code)? Yes No NA
 - a) If YES, *submit* recorded copy of Notice of Completion/Certificate of Occupancy
 - b) If NO, demonstrate compliance with 11018.5(a)(2) of the B&P Code.
- C. If the common area or the Association property is to be owned by the homeowners association, has it been deeded to the homeowners association?..... Yes No NA
 - 1) If YES, submit a copy of the recorded grant deed.
 - 2) If NO, submit explanation as to why this has not yet occurred and submit exemplar conveyance document(s).
- D. Is this subdivision a planned development? Yes No
- E. Has at least one escrow been closed on a lot under the last public report issued?..... Yes No NA
 - 1) If YES to 17D or 17E, were all common area improvements and all residential clusters, if any, completed when the last public report was issued?..... Yes No NA
 - a) If YES to 17E(1), *submit* a copy of Notice of Completion/Certificate of Occupancy.
 - 2) If NO to 17E(1), are all common area improvements and all residential clusters, if any, now completed?..... Yes No NA
 - a) If YES , *submit* recorded copy of Notice of Completion/Certificate of Occupancy.
 - b) If NO, demonstrate compliance with 11018.5(a)(2) of the B&P Code.
 - 3) Are there residential clusters? Yes No
- F. EXISTING SUBDIVISION INTERESTS / CONDOMINIUM CONVERSIONS
 - 1) Is this project an "Existing Subdivision Interest" as defined by Regulation 2790.8?..... Yes No
If YES, submit an "Existing Subdivision Interest Disclosure Statement" in sample form. (See SPRAG and Regulations 2790.8/2790.9 for details.)

Note: Conditions to close escrow in the escrow instructions must include the provisions that the buyer will be provided a completed Existing Subdivision Interest Disclosure by the subdivider in compliance with Regulation 2790.8(c) and (e).

 - 2) Is this project a conversion? Yes No
If YES, *submit* RE 639 and an Inspection Report pursuant to Health and Safety Code Section 17973(m), if applicable.

a) Has an HOA been formed? Yes No NA

If YES, *submit* the following with the DBP:

(1) A copy of the Association's current financial statements (audited, if available) for the past two years or from start-up, whichever is less, balance sheet (less than 90 days old at the time of submittal) and a year-to-date statement (current year only).

(2) A copy of the Association's current adopted budget.

(3) A Reserve Study. [If a Reserve Study is not available, then provide a statement indicating the date of the 1st close of escrow per phase along with copy of the grant deed(s)].

(4) **A copy of the Assessment and Reserve Funding Disclosure Summary form pursuant to Civil Code section 5570.**

(5) A copy of the Association's current reserve bank statement and operating bank statement.

If NO, *submit* with the DBP:

(1) Reserve Study

(2) Copies of utility bills for the past 12 months and Income and Expense statement.

3) Is this subdivision an existing Condominium, Planned Development, Stock Cooperative or Tenancy in Common that was built over 12 months ago? Yes No

a) If YES, has an HOA been formed? Yes No NA

If YES, submit the information requested under item 17 F 2)(a) with the DBP.

If NO, submit with the DBP:

(1) Reserve Study

(2) Copies of utility bills for the past 12 months and Income and Expense Statement.

Notes:

- Comprehensive reserve study including site inspection and pictures of the components is required if an homeowners association is not yet formed.
- The reserve study must be current (no more than 24 months old) and be prepared by a qualified, independent professional company.
- If a reserve component has been replaced or renovated after the reserve study has been completed then supporting documentation should be included in the Duplicate Budget Package.
- See the Operating Cost Manual for Homeowners Associations, SPRAG, and RE 635 Part I for details.

18. BUDGET REVIEW (COMMON INTEREST PROJECTS ONLY)

A. Has there been an increase of 20% or more or a decrease of 10% or more in the regular assessment amount reflected in the current public report?..... Yes No

- B. Are there delinquencies in the payment of regular assessments by owners in this subdivision resulting in the receipt by the Association of income which is more than 10% less than scheduled income from such assessments? Yes No
- C. Has the Association failed to establish and fund long-term reserves for future maintenance and replacements as reflected in the current public report or has it used the reserves for current operating expenses? Yes No
- D. Was the last DRE review of the association budget over 24 months prior to submission of this application?..... Yes No
- E. Has there been a change in budget information previously deemed acceptable by DRE?..... Yes No
- F. If your project utilizes the Range of Assessments, Incremental or Level Assessment Budget Procedure, does the current regular assessment (or will the proposed regular assessment) fall below or exceed the regular assessment amounts noted in the Public Report? Yes No NA

If YES to A, B, C, D, E or F, *submit*:

- 1) A written explanation.
- 2) The duplicate budget package (DBP) as listed in part I, Section XIX.
- 3) Those documents listed in Part I, Section XX.
- 4) Copies of the Association's current reserve bank statement and operating bank statement.

- G. *Submit*: evidence of compliance with Regulation 2792.9 to assure the subdivider's payment of assessments for all interests covered by the final public report. DRE forms are available for security instruments and related agreement and escrow instructions. The amount of the security must be deemed acceptable by the Department of Real Estate. Submit the proposed instruments, if other than **unmodified** DRE forms will be used.

19. SUBSIDY / MAINTENANCE AGREEMENT (COMMON INTEREST PROJECTS ONLY)

- A. Will any of the costs of operating and maintaining common areas and providing common services be subsidized and/or maintained in any manner by the subdivider? Yes No NA

Note: Check NA, if program previously approved and there are no changes.

If YES, *check* applicable box(es):

- (1) Subsidy Agreement
- (2) Maintenance Agreement
- (3) Street Maintenance Agreement
- (4) Subsidy and Maintenance Agreement
- (5) Other/Indicate type of Agreement _____

And *submit* the following for each Agreement marked:

- a) Copy of the Subsidy and/or Maintenance Agreement.
- b) Copy of the Security Instrument (s) (Not applicable if unmodified DRE form will be used and not applicable to submit Security Instrument for a cash deposit. Types of Security Instruments include bond, set-aside letter or letter of credit.)

- c) Security Agreement and Escrow Instructions (s)(Not applicable if unmodified DRE form will be used.)

Note: Use of any other forms other than DRE forms are subject to qualitative review. DRE forms are available for most security instruments, and related agreement and escrow instructions (For available forms, refer to RE 600 series forms on DRE’s website www.dre.ca.gov). The amount of security must be deemed acceptable by DRE and evidence of compliance with Regulation 2792.10 must be demonstrated.

See SPRAG and Regulations 2792.10 for details.

20. FINANCING

- A. Will the buyer be offered financing by other than a State- or Federally-regulated lender?..... Yes No NA

If YES, *submit* exemplar promissory note(s) and deed(s) of trust completed in sample form.

Note: Entities licensed by the Department of Real Estate do not qualify as “state regulated lenders” for purposes of this question.

- B. Will you be negotiating, arranging, or helping purchasers obtain any adjustable or variable rate loans offered by a State- or Federally-regulated lender?..... Yes No NA

- C. Will you be offering loans with balloon payments, subsidized interest and loan payments, “creative financing” plans, equity sharing plans, any type of “affordable housing” financing or other similar financial programs? Yes No

If YES, *submit* all details along with documents (including fact sheets, if any, for approval) which will be used.

- D. Are sales in this subdivision subject to the requirements of §2956 or 2963 of the Civil Code?..... Yes No

If YES, *submit* "arranger of credit" disclosure statement.

See SPRAG for information concerning “arranger of credit” obligations.

21. PURCHASE MONEY HANDLING

- A. Is there a blanket encumbrance now or will there be at the time of sale or lease?..... Yes No

- B. Will all money of purchaser, lessee or contract vendee be impounded in a neutral escrow or trust account (see note below) until proper releases are obtained from all blanket encumbrances, if any, and until legal title, or leasehold interest, as applicable, is conveyed to the purchaser, lessee, or vendee (§11013.2(a) or 11013.4(a) of the B&P Code)? (*Check code section.*) Yes No

1) If YES, *list* where purchase money will be impounded.

- §11013.2(a)
 §11013.4(a)

NAME

BUSINESS ADDRESS (POST OFFICE BOXES ARE NOT ACCEPTABLE)

CITY

STATE

ZIP CODE

Note: A trust account may only be used if there is not a blanket encumbrance. It may *not* be used as compliance with §11013.2(a) of the B&P Code.

- 2) If NO, will a blanket bond (RE 600A) be submitted (or has one been submitted) to the State of California pursuant to §11013.2(c) [*bond*], 11013.4(b) [*bond*] of the B&P Code? (*Check code section.*) Yes No NA
 §11013.2(c)
 §11013.4(b)

Note: All purchase money received under the authority of a conditional public report must be placed in a neutral escrow depository per Section 11013.2(a) or 11013.4(a). Refer to question 25 for identification of the escrow depository to be used under a conditional public report.

- a) If YES, *submit* original blanket bond (RE 600A). If already on file, submit a copy and complete the following.

If RE 600A (bond) is on file, *complete* the following:

SECURITY NUMBER	AMOUNT
PRINCIPAL	
ISSUER	

- b) Will funds received in excess of the security be impounded in a neutral escrow or trust account, pursuant to §11013.2(a) or 11013.4(a) of the Business & Professions Code? (*Check code section.*)

- Yes No NA
 §11013.2(a)
 §11013.4(a)

- (1) If YES, *indicate* the type of impound and complete the following information.

NAME	CHECK ONE
BUSINESS ADDRESS (POST OFFICE BOX IS NOT ACCEPTABLE)	<input type="checkbox"/> ESCROW
	<input type="checkbox"/> TRUST ACCOUNT
CITY	STATE
	ZIP CODE

- (2) If NO, is some other arrangement proposed? (*Check code section*)
 If YES, *explain* fully on a separate sheet.

- Yes No NA
 §11013.2(d)
 §11013.4(f)

- C. Does the owner, subdivider or agent have an interest equal to, or greater than, 5% ownership in the entity shown in 21B(1) or (2) above?

- Yes No

If YES, see SPRAG regarding §2995 of the Civil Code.

22. REAL PROPERTY SALES CONTRACTS

- A. Do you intend to use real property sales contracts with installment payments (also known as Contracts of Sale or Land Contracts), other than Cal-Vet loans?

- Yes No

If YES, see SPRAG for details and submit sample documents.

23. CFPB

- A. Will you also file with the Consumer Financial Protection Bureau (CFPB) for Interstate Land Sales registration?

- Yes No

If YES, see instructions in SPRAG and submit contract (deposit receipt/purchase agreement) with CFPB required provisions underlined in red.

Note: If YES and this application covers a conditional public report, you should be aware that CFPB has advised the Department of Real Estate that sales of a CFPB project under the authority of a conditional public report would be unlawful. Also, if a conditional public report is issued, it would be without the CFPB certification.

24. CONDITIONAL/INTERIM PUBLIC REPORT

- A. Are you requesting a conditional public report? (B&P Code §11018.12 and Reg. 2790.2)

- Yes No

If YES, §11018.12(f) of the Business and Professions Code requires a subdivider, principal, or his or her agent shall provide a prospective purchaser with a copy of the conditional report and a written statement which includes all of the following: *(Submit a copy of the statement.)*

- 1) Specification of the information required for issuance of a public report.
- 2) Specification of the information required in the public report which is not available in the conditional public report, along with a statement of the reasons why that information is not available at the time of issuance of the conditional public report.
- 3) A statement that no person acting as a principal or agent shall sell or lease or offer for sale or lease lots or parcels in a subdivision for which a conditional public report has been issued except as provided in this article.
- 4) Specification of the requirements of Section 11018.12, subdivision (e).

Note: If you are considering obtaining a conditional public report and the response to question 23 above is YES, you should be aware that CFPB has advised the Department of Real Estate that sales of a CFPB project under the authority of a conditional public report would be unlawful. Also, if a conditional public report is issued, it would be without the CFPB certification.

B. If you are requesting a conditional public report, *provide* the name and address of the neutral escrow depository where all purchase money will be impounded, pursuant to Section 11013.2(a) or 11013.4(a) of the Business and Professions Code, until such time as the final public report (amended or renewed) is furnished to the purchaser.

NAME		CODE SECTION (CHECK ONE) <input type="checkbox"/> 11013.2(a) <input type="checkbox"/> 11013.4(a)
BUSINESS ADDRESS (POST OFFICE BOXES ARE NOT ACCEPTABLE)		
CITY	STATE	ZIP CODE

C. Are you requesting an interim public report? Yes No

If YES, *submit*:

- The Reservation Deposit Handling Agreement (RE 612A) completed in sample form and executed with original, not photocopied, signatures of escrow holder and subdivider; and
- The Reservation Instrument (RE 612) completed in sample form.
- One original typed preliminary/interim public report and three pink copies, RE 603C-1 for a common interest subdivision, or 603D-1 for a standard subdivision.

25. SUBDIVIDER STATUS

A. Is subdivider a California resident?..... Yes No

If a nonresident of the State of California, *submit* an irrevocable consent (original and one copy of appropriate RE 608) that if any action is commenced against the subdivider in the State of California and personal service of process upon the entity or individual cannot be made in this State, a valid service may be made by delivering the Consent To Service of Process (RE 608's) to the Department of Real Estate of the State of California.

B. Is the subdivider an entity organized under the laws of a state other than California?..... Yes No

If YES, *submit* a Certificate of Status for the foreign entity to transact business in California, issued by the California Secretary of State.

I/We hereby certify under penalty of perjury that the information contained in Parts II and III of this form constitutes my/our Notice of Intention to sell or lease subdivision lands, and that the information, together with any documents submitted herewith, are full, true, complete and correct; and that I/we am/are the owner(s) of the lots, units or parcels herein described, or will be the owner(s) at the time lots or parcels, improved or otherwise, are offered for sale or lease to the general public — or that I am the agent authorized by such person(s) to complete this statement.

- Certification signed outside the State of California must be acknowledged by a notary public.
- Prior to signing, review all answers submitted. Errors or omissions must be corrected and initialed by the subdivider(s).
- If the subdivider is a corporation, limited liability company (LLC), partnership, etc., the individual(s) signing the certification must stipulate the capacity (e.g., president, manager, general partner, etc.) of the signer and an authorization to sign (e.g., a corporate resolution, LLC statement, partnership statement, etc.) must be submitted.
- If an agent will be submitting documents to Department of Real Estate on behalf of the subdivider, the subdivider must provide written authorization to that effect.

SIGNATURE OF SUBDIVIDER 		DATE
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PRINTED NAME OF SUBDIVIDER	CAPACITY
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NAME OF CORPORATION, LLC, PARTNERSHIP, ETC.

BUSINESS ADDRESS

CITY	COUNTY	STATE
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SIGNATURE OF SUBDIVIDER 		DATE
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PRINTED NAME OF SUBDIVIDER	CAPACITY
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NAME OF CORPORATION, LLC, PARTNERSHIP, ETC.

BUSINESS ADDRESS

CITY	COUNTY	STATE
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