

SIMPLICITY

DOCUMENT / REPORT UPLOAD

START HERE

1. Contact Land Development Division at 951.413.3120 or LandDevelopment@moval.org to request submittal requirements & invoice (if applicable).
2. Download applicable application at http://www.moval.org/city_hall/forms.shtml#landdev.
3. Email your completed/signed application to LandDevelopment@moval.org.
4. Register at www.moval.org/simplicity
5. Under Land Development, input record # in order to 1) pay required fees and 2) upload files (150 MB max).

FILE NAME STANDARDS AND EXAMPLES

When naming your files use the following standards based on the **TYPE** of document or report:

EXAMPLE: **Project/Map #_brief description_submittal # (1st, 2nd, 3rd, etc.)** for the following types:

LGL (Legals)	Standard File Name
CC&R's	TR36760_CC&R_1st
Centerline Ties	TR36761_Centerlines_2nd
Cert of Compliance	TR36762_CofC_3rd
Cert of Map Correction	TR36763_MapCorr_4th
Cert of Parcel Merger	PEN20-0001_PclMerger_5th
Cooperative Agreement	TR36764_CoOpAgmt_6th
Declaration Agreement	PEN20-0002_DeclarationAgmt_7th
DIF Credit Agreement	TR36765_DIFCreditAgmt_8th
Drainage Acceptance Agreement	PEN20-0003_DrainageAgmt_9th
Easement	PEN20-0004_Easement_10th
Grant Deed	PEN20-0005_GrantDeed_11th
Lot Line Adjustment	PEN20-0006_LLA####_12th
Offer of Dedication	TR36766_Dedication_13th
Maintenance Agreement (in ROW)	PEN20-0007_MaintAgmt(ROW)_14th
Public Improvement Agreement	TR36767_PIA_15th
Storm Water Covenant Agreement	PEN20-0008_SWCovenantAgmt_16th
Storm Water Declaration Agreement	TR36768_SWDeclarationAgmt_17th
Storm Water Maintenance Agreement	TR36769_SWMaintAgmt_18th
Storm Water Maint. Agreement (in ROW)	TR36770_SWMaint(ROW)Agmt_19th
TUMF Credit Agreement	PEN20-0009_TUMFCreditAgmt_20th
Vacation (Full or Summary)	PEN20-0010_Vacation(Full/Summ)_21st

LST (Studies)	Standard File Name
Conditional Letter of Map Revision	TR36708_CLOMR_1st
Letter of Map Revision	TR36709_LOMR_1st
Drainage/Hydrology Study (Preliminary or Final)	PEN20-0020_Prelim(Final)Hydro_1st
Traffic Impact Analysis (Major or Minor)	TR36710_TrafficMajor(Minor)_1st

LWQ (WQMP)	Standard File Name
Final or Preliminary WQMP	PEN20-0030_F(P)-WQMP_1st

Miscellaneous	Standard File Name
Geotechnical Investigation	TR37100_SoilsReport_1st

CONTACT INFO

Public Works Department
Land Development Division
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www.moval.org