

City of Bishop

**Certificate Of Compliance
Submittal Requirements**

1. Obtain a Certificate of Compliance number from Inyo County and include this number on the drawing and application. To provide this number, Inyo County will need the Assessor's parcel numbers and property owners' names.
2. Prepare a site plan using applicable requirements from the City of Bishop Land Division Submittal Requirements.
3. Complete the Certificate of Compliance application form.
4. File complete application with City of Bishop, including:
 - A. The filing fee established by resolution of City Council.
 - B. 12 copies of legal descriptions of the properties as they exist, as they are proposed and any property proposed for transfer.
 - C. 12 copies of the site plans showing the properties as they exist and as they are proposed.
 - D. 12 copies of the proposed grant deed or deeds for the proposed property transfer or transfers.
 - E. 12 copies of the application form.
 - F. 1 copy of the existing grant deeds for the properties.
 - G. 1 list of names and addresses of owners of property within 300 feet of the exterior boundaries of the subject property as shown on the latest adopted tax role of Inyo County printed on labels.
 - H. 12 copies of County Assessor's map showing boundaries of the properties.
5. All information and fees required for Environmental Review should be submitted with the Certificate of Compliance application.