



APPLICATION REQUIREMENTS FOR A TENTATIVE PARCEL MAP

Review of a tentative parcel map (4 lots or less) to assure accuracy and compliance with City codes and standards.

APPLICATION REQUIREMENTS:

- ❑ Required processing fee.
- ❑ Planning Application Cover Page.
- ❑ Four (4) copies of a tentative parcel map that is clearly and legibly reproduced on 24 by 36 inch sheet(s). The scale shall be 1 inch equals 20 feet unless a larger scale is required by the Community Development Director to show all details of the land division. In all cases, an Engineer's scale shall be used. However, if application package includes an application that requires consideration by the Planning Commission or City Council, submit ten (10) copies of subdivision map (24 by 36 inch sheets) together with one (1) 8.5 x 11-inch copy of each sheet of the subdivision map. The map shall include:
 - ❑ Name, address, and signed engineer's stamp of the engineer that prepared the map.
 - ❑ Date of preparation, north point, and map scale.
 - ❑ Boundaries and dimensions of the land proposed to be divided.
 - ❑ The approximate density proposed.
 - ❑ Zoning and general plan designations
 - ❑ Location of the land in relation to the nearest cross road or street, including, where necessary, a key map in order to more easily identify the location of the land.
 - ❑ Right-of-way lines of public highways shall be shown if available; otherwise, where any private or public road adjacent to property lines is fenced, the distance between fences shall be shown.
 - ❑ Width of pavement and indication of curbs, gutters and sidewalks on all adjacent roads and streets.
 - ❑ Proposed lot lines and dimensions of existing and proposed lots.
 - ❑ Approximate radii of all curves.
 - ❑ Area of the site and of each proposed lot, excluding all roads.
 - ❑ Locations of watercourses and areas subject to inundation.
 - ❑ Existing and proposed contour lines.
 - ❑ Location and outline, to scale, of any structures on the property being subdivided, with an indication of their uses and whether they are to remain, be relocated, or removed.
 - ❑ The location and size of existing water lines, sewage facilities, and wells on the property; also the location of all proposed utility facilities and easements.
 - ❑ Private road, existing or proposed, if any, which are intended to provide access to lots in the minor subdivision.

Note: All items must be included in the application in order for it to be deemed complete. Failure to include the requested items may result in a delay of the application process.