



APPLICATION REQUIREMENTS FOR A TENTATIVE MAP

Review of a Tentative Map (5 or more lots) to assure accuracy and compliance with City codes and standards.

Tentative Map Amendment Review: Staff review of an amendment to an approved tentative map:

APPLICATION REQUIREMENTS:

- ❑ Required processing fee.
- ❑ Required processing deposit for environmental review under the California Environmental Quality Act (CEQA).
- ❑ Planning Application Cover Page.
- ❑ Preliminary title report.
- ❑ Marina Coast Water District Preliminary Project Review Checklist.
- ❑ Submit one (1) initial set for review by the Planning Division (ultimately eight (8) copies will be required for interdepartmental review and for each public hearing) 24 x 36-inch copies, one (1) full set of 8.5 x 11-inch of the proposed Tentative Map, and one (1) digital set in AutoCAD 2000 format on a CD to include the following:
 - ❑ Locations of staked slopes on critical sideslopes that indicate the general limits of cut and fill slopes if average cross slope exceeds ten percent.
 - ❑ A sketch at a minimum scale of one inch equals two thousand feet indicating the location of the proposed subdivision in relation to the surrounding area or region and showing land use in surrounding area.
 - ❑ Name and address of record owner and subdivider.
 - ❑ Name, address and signed stamp of surveyor or engineer who prepared said tentative map.
 - ❑ Date, north point (generally up on the map) and scale. Minimum scale: one inch equals one hundred feet. minimum map size: eighteen inches by twenty-six inches.
 - ❑ Name of proposed subdivision and of all adjacent subdivisions. locations of, names and widths of streets, highways, alleys and ways, and easements of all kinds, together with the type and location of street improvements thereon including fire hydrants and street light locations.
 - ❑ The contour of the land at intervals of one-foot elevation up to five percent slopes. two-foot intervals up to ten percent and five-foot intervals over ten percent. Contours shall be indicated in contiguous lands for a distance of two hundred feet. Every fifth contour line shall be a heavier weight line.
 - ❑ Within the coastal dune area as defined in the local coastal land use plan indicate to scale the coastal dune disturbed area(s).
 - ❑ Sufficient data to define the boundaries of the tract, or a legal description of the tract and blue border on reverse side of map to indicate tract boundaries. Tentative map to show any proposed units of final map.
 - ❑ Width, approximate location and purpose of all existing and proposed easements and easements adjoining such land.
 - ❑ The location of vertical beach access easements by metes and bounds or other description sufficient in detail to show designation width of ten feet and designation of area as access easement.
 - ❑ The location of sandy beach frontage as defined by a qualified geologist or oceanographer and description sufficient in detail to show designation of area as a public easement.
 - ❑ The width and approximate grade of all streets, highways, alleys and other rights-of-way whether proposed for dedication or not.
 - ❑ The approximate radii of all curves.

- ❑ All lots numbered consecutively throughout each block in the development. the approximate dimensions of all lots. lot areas shall be shown for all lots not rectangular in shape.
 - ❑ The approximate location of areas subject to inundation by stormwater, and the location, width and direction of flow of all watercourses existing and proposed.
 - ❑ The location and outline to scale of each existing building or structure within the subdivision and the location and designation of uses of each structure in contiguous areas within one hundred feet of the boundary thereof. noting thereon whether or not such building or structure within the subdivision is to be removed from or remain in the subdivision, and its existing and proposed use.
 - ❑ Show approximate elevation of street intersections.
 - ❑ The location, pipe size and approximate grades of proposed sewers and water lines. and the proposed location of fire hydrants and street lights, electric power, gas lines, T.V. cables and storm drains.
 - ❑ The location of all trees over four inches in diameter at base of tree (where stands of trees are located, individual trees need not be shown, but may be shown as a group).
 - ❑ The location of existing fences, ditches, wells, sumps, cesspools, reservoirs, sewers, culverts, drain pipes, underground structure, utility lines or sand, gravel or other excavation within the subdivision, noting thereon whether they are to be abandoned or used. The location of utility lines and sand, gravel or other excavation within three hundred feet of any portion of the subdivision shall be shown.
 - ❑ Line of high water when adjacent to any stream, waterway or ocean.
 - ❑ If a condominium or similar development is proposed, the word "condominium" or appropriate name shall be indicated on the tentative map.
 - ❑ Gross area of subdivision and open space calculated to nearest tenth acre.
 - ❑ Lot areas, number of lots, minimum lot size, average lot size and density.
- ❑ **Soils report.** A preliminary soils report shall be required which shall be prepared by a registered civil engineer. Such report shall be based on adequate test borings or excavations and shall recommend corrective action. The preliminary soil report may be waived if the director of building inspection shall determine that, due to the knowledge his department has as to the qualities of the soil within the subdivision or lot, no preliminary analysis is necessary. If the preliminary soil report indicates the presence of critically expansive soils or other soil problems which, if not corrected, would lead to structural defects, a soil investigation of each lot so affected in the subdivision shall be made by a registered civil engineer. Where no sewers are available, a soils report shall be submitted relative to percolation tests and/or soil borings, the type and number shall be as required by the county health department. (Subdivision ordinance dated 8/95 (part), 1995)
- ❑ **Statements and reports.** Accompanying the tentative map, or placed on the map, shall be statements by the subdivider containing the following:
- ❑ Existing zoning and general plan land use designation and proposed uses of the land.
 - ❑ Intentions regarding erosion control and improvements to be constructed, as required in Chapter 16.08 and by other ordinances of the city.
 - ❑ Building setback lines.
 - ❑ Proposed source of water supply and method of sewage disposal.
 - ❑ Indicate type of tree planting proposed.
 - ❑ Proposed public areas to be dedicated and common area or scenic easements proposed. and, if shoreline property, geologic report on definition of sand beach area to be dedicated. If common areas are proposed, method of maintenance shall be stated.
 - ❑ Proposed development of lots, that is, whether for sale as lots, fully developed house and lot, or for lease and/or for financing purposes.

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.