



CITY OF PLACENTIA
401 E. CHAPMAN AVENUE, PLACENTIA, CA 92870
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**TENTATIVE TRACT / PARCEL MAP
SUBMITTAL REQUIREMENTS**

A PROJECT WILL NOT BE SCHEDULED FOR A PUBLIC HEARING UNTIL ALL INFORMATION HAS BEEN DETERMINED TO BE ADEQUATE AND COMPLETE. THE FOLLOWING SHALL BE INCLUDED AT THE TIME OF APPLICATION SUBMITTAL:

- 1. FEES: As per the most current adopted fee schedule. Make check(s) payable to "City of Placentia".
- 2. COMPLETED APPLICATION WORK SHEET:
- 3. PROOF OF COMPLIANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) consisting of one of the following determinations:
 - a. Project is Categorically Exempt
 - b. Initial Environmental Assessment and determination of requirement for either:
 - A Negative Declaration
 - A Mitigated Negative Declaration
 - A Draft Environmental Impact Report (EIR)
- 4. PUBLIC NOTIFICATION LIST AND MAP (RADIUS MAP): Three (3) sets of typed, gummed address labels containing the names and addresses of all property owners within a five-hundred (300) foot radius (either wholly or partially) of the exterior boundary lines of the property involved, and a map of such. Each mailing label must contain the assessor parcel number above the name of the owner and applicable address. The person who prepared the radius map and mailing labels shall write and sign a letter certifying that the information is true and accurate according to the latest available County of Orange assessment roll.

If a property is located within an integrated commercial/retail or industrial development, please also include three (3) sets of typed, gummed address labels containing the names and addresses of all business owners within the development.

Ten (10) calendar days prior to the review decision date, the property owners within a five-hundred (300) foot radius of the subject property shall be notified by mail of the application..
- 5. SIX (6) COPIES OF THE MAP, each folded to approximately 8" x 12". The map shall be on one (1) or more sheets, eighteen (18) inches wide by twenty-six (26) inches long. It shall be legibly drawn, using an engineer's scale and shall clearly show the following:
 - A. A location map at a minimum scale of one (1) inch equals one thousand (1,000) feet, indicating the location of the proposed subdivision and the land use in the surrounding area.

- B. Name and address of record owner or owners and subdivider.
- C. Name and address of registered civil engineer or licensed surveyor, who prepared the tentative map.
- D. Date of preparation, north point and scale:
 - Minimum scale: one (1) inch equals one hundred (100) feet.
 - Minimum map size: eighteen (18) inches by twenty-six (26) inches.
- E. The tentative tract number and date.
- F. Tract number or name of all adjacent subdivisions, location of, names and width of adjacent streets, highways, alleys and ways, together with the type and location of street improvements thereon.
- G. The existing contour of the land including all adjacent properties within two hundred (200) feet at intervals of not more than two (2) feet on areas having a cross slope of ten (10) percent or less and five (5) feet for all other areas.
- H. 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. The tentative map shall show the planned schedule of development of the final map.
- I. Width, location and purpose of all existing and proposed public or private easements; including oil well and oil line easements, when applicable.
- J. The width, grade and direction of flow of drainage on all streets, highways, alleys and other rights-of way proposed for dedication or not and the approximate elevations of all street intersections.
- K. The radii of all curves
- L. All lots numbered consecutively throughout the entire development; the dimensions of all lots, lot areas for all lots not rectangular in shape, and lot elevation shall be shown.
- M. The locations of areas subject to inundation by storm water overflow, the location, width direction of flow of all watercourses existing and proposed, and the flood zone and flood level.
- N. The location and outline to scale of each existing building or structure within the subdivision, noting thereon whether or not such building or structure is to be removed from or remain in the development of subdivision, and its future use.
- O. Cross Section of typical lot showing building pad.
- P. The location, pipe size and grades of proposed sewers, water line and underground storm drains, and all other utilities, existing or proposed.

- Q. The location of all trees over six (6) inches in diameter (where stands of trees are located, individual trees need not be shown, but as a group).
 - R. The location of existing fences, wells, irrigation pipes, cesspools, sewers, culverts, drain pipes, underground structures, sand, gravel, excavation or other exaction within two hundred (200) feet of any portion of the subdivision, noting thereon whether they are to be abandoned or used.
 - S. Street profile and cross sections, if necessary in the opinion of the city engineer.
 - T. The net and gross area of the subject property expressed in acres.
 - U. A grading plan where excessive grades are apparent, submitted pursuant to Chapter 20.40 before tentative map submittal.
 - V. Future passive or natural heating or cooling opportunities in the subdivision's design pursuant to the requirements of Section 66473.1 and Section 66475.8 of the Subdivision Map Act and as required by the Placentia Municipal Code.
6. The tentative map shall show thereon, or be accompanied by reports and written statements from the subdivider giving essential information regarding the following matters:
- A. Statement regarding existing zoning and proposed use.
 - B. Statement regarding intention of subdivider relative to erosion control and improvements to be constructed by him, as required in Chapters 20.20, 22.16 through 22.64 and other laws of the city.
 - C. Statement as to front yard depths and building lines.
 - D. Proposed source of water supply and sewage disposal, indicating whether or not Chapter 22.64 can be complied with.
 - E. Proposed public areas to be dedicated or scenic easements proposed.
 - F. Statement as to development of lots (whether for sale as lots or fully developed buildings and lots).
 - G. Written statement from the owner or owners of the land sought to be subdivided expressly authorizing the submission of the tentative map by the subdivider to the city.
 - H. Title information (preliminary title report).
 - I. Identification of "Designated remainder" parcels, in conformance with the provisions of the Subdivision Map Act.
 - J. Liens: In the event that an owner's development lien has been created on the real property or portion thereof subject to the tentative map, a notice shall be placed on the face of the tentative map specifically referencing the book and page in the county recorder's office in which the resolution creating the owner's development lien was recorded. The

notice shall state that the property to be subdivided is subject to an owner's development lien and that each parcel created by the recordation of the map shall be subject to a prorated amount of the owner's development lien on a per acre or portion thereof basis.

- K. A copy of any condition, restrictive reservation or covenant existing or proposed shall be noted on or attached to the map.
- 7. One electronic copy (PDF) of proposed map.