



## *City of Calimesa Planning Department*

### **Tentative Parcel Map Requirements (Application Attached)**

The Tentative Parcel Map is a mechanism that allows thorough evaluation of a proposal or project that may have an impact upon surrounding properties or neighborhoods.

When applying with the Planning Department, the project is reviewed by staff to ensure compliance with various codes and regulations. Only after the application is determined complete does staff schedule the project for public hearing.

The Tentative Parcel Map must be presented and approved by the City's Planning Commission before the project or proposal may proceed.

- A. The following information shall be shown and verified on or accompany all Tentative Parcel Maps and any other information that the Planning Director may deem necessary and reasonable.
  1. Parcel Map identification number, Assessor's parcel number, title of map, and legal description of property but not including tract name;
    - a. When a Parcel Map number is assigned by the County for particular or contiguous parcels of land, the land divider shall place the Parcel Map number upon each tentative map of the land division. Neither the Parcel Map number, nor the parcel(s) of land for which the number was issued shall thereafter be changed or altered in any matter upon the tentative map unless and until a new number has been assigned by the County.
  2. Name and address of owner and land divider and name and address of person preparing map;
  3. Approximate total acreage of property and lot size net and gross for a typical lot and for each irregular lot, overall dimensions, north arrow, scale and date;
  4. Land division boundary line and vicinity map showing relationship to surrounding community;
  5. Assessor's Map book and page numbers of adjoining land divisions;
  6. Names, locations, right-of-way, widths and improvements of existing adjacent streets, alleys, railroads, and existing structures, both above and below ground;

7. Names, locations, widths of right-of-way for proposed streets, alleys and easements, and the approximate grades of proposed streets and approximate street centerline radii of curves;
8. Streets and right-of-way providing legal access to the property.
9. If the private streets are proposed, it shall be so noted on the tentative map.
10. Names of utility purveyors, location and width of existing and proposed known public utility easements:
  - a. When specific areas for subsurface sewage disposal systems are required, the disposal areas. This requirement applies to Schedule "E" Tracts Map only.
  - b. Any known existing wells on the property or within 200 feet of the subdivision boundary shall be indicated on the tentative map.
11. Water courses, channels, existing culverts and drainpipes, including existing and proposed facilities for control of storm waters;
12. Land subject to overflow, inundation or flood hazard;
13. Any land or right-of-way to be dedicated to public use and right-of-way for railroads and other uses;
14. Identify common areas and open spaces;
15. Proposed lot lines and approximate dimensions;
16. Adjoining property and lot lines;
17. Maximum contour intervals shall be five feet. The contour lines shall extend 300 feet beyond the exterior boundaries of the property when adjacent property is unimproved or vacant. Copies of U.S.G.S. topographic maps are acceptable only when other information is not available. Flood control and Road Department base maps may be acceptable;
18. Existing use and zoning of property immediately surrounding tentative map;
19. Existing zoning and proposed land use (single-family, multi-family, business industrial);
20. A statement as to whether the tentative map includes the entire contiguous ownership of the land divider or only a portion thereof;

21. A list of the names and addresses of the owners of real property located within 300 feet of the exterior boundaries of the property to be considered, as shown on the last equalized assessment roll, and any update issued by the County Assessor.
- B. Reports and written statements on the following matters shall accompany the tentative map:
1. Proposed method of control of storm water, including data as to amount of runoff, and the approximate grade and dimensions of the proposed facilities.
  2. A written statement on the appropriate form from the Health Officer, stating the type of sewage disposal and water supply that will be permitted shall be submitted for all commercial and industrial Parcel Maps.
- C. If the land division lies within a special studies zone shown on the map prepared by the State Geologist, pursuant to the Alquist-priolo Geologic Hazard Zone Act, a geologic report or waiver thereof shall accompany all tentative maps.
- D. Requests to waive the final map for any Parcel Map division shall be filed at the time of the filing of the tentative Parcel Map.
- E. Whenever a Parcel Map is filed, the following data shall accompany or be delineated on the map in addition to the previous data required:
1. A fully dimensioned site plan showing locations and dimensions of proposed dwellings, buildings or other structures.
  2. Table indicating area and density calculations.
  3. Building setback dimensions.
  4. Driveways, loading and parking areas.
  5. Location and type of proposed fencing, gates and walls.
  6. Irrigation and landscaping plans, including plant species.
  7. Floor plans and elevations.
  8. Location and dimensions of common areas.
  9. Proposal for maintenance of common areas.
  10. Proposal special restrictions.

**THE FOLLOWING IS REQUIRED FOR A SUBMITTAL:**

1. Tentative Parcel Map deposit of \$10,280.00, Environmental Assessment deposit \$500.00
2. Completed application by applicant and/or property owner.
3. Twenty (20) copies of the Tentative Parcel Map. The maps must be folded to a size no greater than 8 1/2" x 11".
4. Six copies of building floor plans and elevations if project is a vesting tract, planned residential development.
5. One 8 1/2" x 11" legible reduction of the tentative map.
6. One copy of Assessor's Map showing parcel.
7. A letter of water and sewer availability for the commercial/industrial Parcel Maps only.
8. Six geological reports or waiver thereof if the land division lies within an Alquist-Priolo Special Studies Zone (with review fee).
9. A copy of the Preliminary Title Report
10. An electronic copy of the Parcel Map



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*City of Calimesa Planning Department*

**Tentative Parcel Map Application**

OWNER NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

REPRESENTATIVE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

**PROPERTY INFORMATION:**

ASSESSOR'S PARCEL NUMBER(S): \_\_\_\_\_

GENERAL LOCATION: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

LOT DIMENSION/ACREAGE: \_\_\_\_\_

Note: If there is more than one person involved in the ownership of the property that this application is prepared for, a separate page must be attached, which lists the name and address of all persons having an interest in the ownership of the property.

