

TENTATIVE TRACT MAP CHECKLIST (VESTING)
COMMUNITY DEVELOPMENT DEPARTMENT

DATE SUBMITTED:	APPLICANT NAME:
PROJECT NAME:	PROJECT SITE:
CASE NO.:	FEES PAID:

To ensure that your application is complete and to avoid delays, please provide all information requested below that is applicable to your project and provide a copy of the completed checklist with your application. If you have any questions or need assistance, contact the Community Development Department at (831) 385-3281.

- Completed & signed *general application form*

- All *applicable fees* (see City Fee Schedule)

- Three (3) sets of mailing labels** of all property owners within 300-feet of the project’s site boundary. The names and addresses of owners are those listed on the most current county equalized assessment roll or can be obtained from a title insurance company.

- Complete Project Description**

- 20 Copies of the Tentative Tract Map.** Maps must be 12”x26”, or 24”x36” and folded to a dimension not larger than 8 ½ x 13 at the time of application submittal.

- Tentative map:**
 - Complies with Chapter 16.12 of King City Municipal Code as to design

 - Shows or is accompanied by the following:
 - A *sketch* indicating the location of the proposed subdivision in relation to the surrounding area or region, and showing land use in the surrounding area;
 - Name* and *address* of *recorded owner* and *subdivider*;
 - Name* and *address* of *surveyor or engineer* who prepared the tentative map, if any;
 - Date, North Point* and *Scale*. Minimum scale shall be one inch equals one hundred feet. Minimum size of map shall be eighteen inches by twenty-six inches;
 - Tract name* and *number, names 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;
 - The *contour of the land* at intervals of not more than one foot if the general slope of the land is less than five percent, or of not more than two feet if the slope is between five and ten

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percent, or of not more than five feet if the general slope of the land is greater than ten percent;

- Sufficient data to define the boundaries of the tract, or a legal description of the tract and opaque red border on reverse side of map to indicate tract boundaries;
- Width, approximate locations and purpose of all existing and proposed easements**, together with all **building and use restrictions** applicable thereto;
- The **width and approximate grade of all streets, highways, alleys, easements** and other **rights-of-way** proposed for dedication or not;
- The approximate **radii** of all **curves**;
- The approximate **dimensions of all lots**. All **lots** to be **numbered consecutively** throughout development;
- The approximate **locations of areas subject to inundation** by **storm water overflow** and the **location, width and direction of flow of all watercourses existing and proposed**;
- The **location and outline to scale of each 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 the subdivision and its future use;
- Show **location** and approximate **elevation** of **sewer manhole** inverts;
- Show approximate **elevation at street intersections**;
- Proposed **location** of **street lights**;
- The **location, pipe size and approximate grades of proposed sewers, water pipe and underground storm drains**, including the proposed location of **fire plugs**;
- The **location of existing wells, cesspools, sewers, culverts, drain pipes, underground structures or sand, gravel** or other **excavation** within **two hundred feet (200-feet)** of any portion of the subdivision, noting thereon whether they are to be abandoned or used. (Ord. 355 §§ 8.10, 8.11, 1973)

Accompanying the tentative map shall be **statements by the subdivider** as follows:

- Description of any environmental issues;
- Description of zoning designation and proposed uses of the property;
- Statement as to intention of subdivider in regard to slope planting; erosion control and improvements to be constructed by him, as required in Chapters 16.12 and 16.16 of the Municipal Code;
- Statements regarding front line setbacks and building lines;
- Proposed source of water supply and sewage disposal, indicating whether compliance with Chapter 16.16 of Municipal Code can be met;
- Type of tree planting proposed;
- Proposed public areas to be dedicated;
- Statement as to development of lots (whether for sale as lots or fully developed house and lot);
- A Trip Reduction Checklist as required by Section 12.24.030 of the Municipal Code. The City shall include within its review of the tentative map the requirements of Chapter 12.24 of the Municipal Code, entitled "Trip Reduction Requirements." (Ord. 570 § 2, 1993; Ord. 355 § 8.20, 1973)
- Hazardous Waste Site Declaration Sheet

Please note that the above information is needed to find the application complete. However, additional information (e.g., environmental studies) may be required after the application is found complete