



City of Biggs
 Planning Department
 3016 Sixth Street
 P.O. Box 1134
 Biggs, CA 95917

Application for: Tentative Parcel Map

Applicant		<input type="checkbox"/> Parcel Map	<input type="checkbox"/> Subdivision Map
<input type="checkbox"/> Check box if application is for a vesting map			
Name:		Daytime Phone:	
Street Address:			
City:		State:	Zip:
Property Owner		<input type="checkbox"/> Check box if same as applicant	
Name:		Daytime Phone:	
Address:			
City:		State:	Zip:
Project Engineer/Surveyor			
Firm Name:		Day Phone:	
Name:		License Number:	
Address:			
City:		State:	Zip:
Property/Project Description			
Property Address:			AP#:
Number of Proposed Lots:	Average Lot Size:	Project Acreage:	
Within City Limits: (y/n)		Existing Land Use:	
Proposed Land Use:			
Present Zoning:		General Plan Designation:	
Related Applications:			

I hereby certify that this application and all other documents submitted are true and correct to the best of my knowledge and belief. (Before signing, see note on back.)

Applicant's Signature _____ Date _____

Property Owner's Signature
 or letter of acknowledgement _____ Date _____

For Office Use Only	
Submittal Information Application received by: _____ Date: _____	Planning Commission Action: Approved ____ Denied ____ Date _____ Vote _____
Fees: Receipt No. _____ Application Fee \$ _____ Environmental Review \$ _____ Total Fee \$ _____	City Council Action: Approved ____ Denied ____ Date _____ Vote _____ Resolution No. _____

See back and attachments for additional information.

Requirements For A Complete Tentative Map Application

The following items are **required** for a complete application:

- Completed and Signed Application Form (Note: If the applicant is not the owner, a letter from the owner authorizing the applicant to act as their representative must be submitted.)
- Copies of recorded documents showing current ownership of affected properties
- One 8 1/2" X 11" location map depicting the subdivision location, adjacent parcels and area streets
- Four copies of the Tentative Map to determine completeness. The Tentative Map and attachments must show the proposed division clearly and legibly with accurate dimensions and include all information outlined in "Attachment A." Once the map is deemed complete, 13 full sized and one reduced (8.5" x 11") copy are required for review.
- Completed Environmental Questionnaire Form
- Current Title Report (Within the past 9 months).
- Application and Environmental Fees

As a result of the environmental review process, additional information may be required to determine if significant adverse environmental impacts could result from the proposal.

Time Limits: Pursuant to California Government Code Sections 65943 and 65950, the City has thirty (30) days from date of submittal to determine if an application is complete. Upon resubmittal of the map/application, a new thirty (30) day period begins in which to determine completeness. All mandated time lines set forth in the California Government Code (commencing with Section 66410 and referred to as the Subdivision Map Act) and the Public Resources Code (commencing with Section 21000 and referred to as the California Environmental Quality Act) shall be applicable to the processing of tentative maps.

Notice of Pending Amendments: Pursuant to California Government Code Section 65945, an applicant can make a written request to receive notice of any pending amendments to: the General Plan, Specific Plans, the land use regulations, ordinances affecting building permits, or to regulations pertaining to development permits, if the amendment is reasonably related to the applicant's project.

Monuments Required: The requirements for setting monuments shall be the same as that for a parcel map as set forth in the Subdivision Map Act. The City Engineer may waive any or all requirements for the setting of monuments when it is demonstrated that sufficient monuments exist or setting monuments will serve no practical purpose. A request for waiver shall be in writing setting forth the circumstances of the particular case and submitted at the time the application for a minor land division is filed.

Note: By signing the front of this application form, the applicant is indicating that the project site is not included on any state or local list of hazardous waste sites compiled pursuant to California Government Code Section 65962.5, effective July 1, 1987.

Attachment "A"

REQUIRED FORM AND CONTENT OF PRELIMINARY PLAT

This checklist is a processing aid to assure compliance with the requirements of the Subdivision Map Act and applicable Biggs Ordinances. An additional object of this review is to ensure that the application contains sufficient information to allow City staff and any reviewing body to render an accurately informed recommendation or approval.

A. Preparation: General Information

The preliminary plat shall contain the following information:

1. Map title and description of property being subdivided;
2. Names and addresses of the Owner(s) and Subdivider of the land;;
3. The Tentative Map must be prepared by or under the direction of a registered civil engineer or licensed land surveyor. Name and address of the Person, Firm or Organization that prepared the map and the applicable registration or license;
4. Map preparation date.
5. Provide Gross and Net housing density calculations (for residential projects).

B. Form

1. The full size map shall be 18" x 24" with a one inch border drawn completely around the sheet;
2. The map is clearly and legibly drawn;
3. Map scale;
4. North arrow;
5. Vicinity map with appropriate scale, showing sufficient adjoining territory so as to clearly indicate the nearby street pattern and property lines.

C. Subdivider's Overall Intent

1. Statements regarding existing and proposed zoning, existing and proposed uses of the property, approximate area of proposed zones and total subdivision area;
2. Proposed remainder parcels clearly shown;
3. Clear distinction made between proposed public facilities and proposed private facilities.

D. Existing Property Information

1. Distinctive boundary line with sufficient bearings and distances to locate the property;
2. Existing lot lines;
3. Assessor's parcel numbers;
4. Adjoining property owner's and/or recent subdivisions with sufficient property lines indicated to show their relationship to the proposed subdivision;
5. Locations, widths and names of all existing streets, alleys, pedestrian ways and other rights-of-way, whether public or private, within and adjacent to the subdivision;

6. Location, width and purpose of easements for utilities, shown as dashed lines, within and adjacent to the subdivision (including building set back lines if established by a recorded document).
7. Boundaries and acreage of existing public areas in and adjacent to the subdivision with the nature of each indicated;
8. The location of all existing railroad rights-of-way and grade crossings;
9. Date of survey (if the map is based upon a survey).
10. Location, width and direction of flow of all water courses and flood control facilities within and adjacent to the property involved;
11. Location of all existing wells, abandoned wells and sumps (or statement that none exist);
12. Location of all structures which are to be retained within the subdivision with distances between structures and notations concerning all structures which are to be removed (or statement that none exist).
13. Location, description and size of trees with notations as to their retention or destruction (or a statement that none exist).
14. Physical restrictions or conditions shown which affect the use of the property.

E. Proposed Property Information

1. Total subdivision acreage;
2. Statement of the total number of lots and the approximate area of the average lot;
3. Proposed streets and lot lines;
4. Notation of approximate dimensions of each lot, with all lots numbered consecutively;
5. Total area in square footage or acreage of all lots;
6. Locations, widths and names or designations of all existing streets, alleys, pedestrian ways and other rights-of-way, whether public or private, within and adjacent to the subdivision. Include any planned line for street widening or for any other public project in and adjacent to the subdivision. Centerline curve data given for each roadway curve;
7. Location, widths and purposes of all proposed easements for utilities, shown as dashed lines, within and adjacent to the subdivision;
8. Boundaries and acreage of existing and proposed public areas in and adjacent to the subdivision with the nature of each indicated thereon.
9. Land to be offered for dedication for park or recreation purposes;
10. Conveyance, to the City, of abutter rights of access, if any;
11. Proposed abandonments of existing public rights-of-way or easements.

G. Proposed Improvements

1. Cross-section for each street shown;
2. Statements and/or methods for providing storm water drainage and retention.