

**Sec. 120.68.060. Required submittal data; completion of application.**

- A. Upon applying for approval of a vesting tentative map, the following maps, data, reports and information shall be submitted. If any of the following documentation is not submitted, the application shall be deemed incomplete pursuant to Government Code § 65493.
1. The words "Vesting Tentative Map" printed conspicuously on the map;
  2. Four copies of a drainage plan, which, in addition to the requirements of the land capability study, shall include an analysis of upstream, on-site and downstream facilities and details, and detail of off-site drainage facilities where needed;
  3. Four copies of a preliminary grading plan. The preliminary grading plan shall show all cut and fill slopes and the proposed elevations of driveways and roads at 100-foot stations, proposed building pad elevations, and at all lot corners around the periphery of the project. The preliminary grading plan shall be prepared to a one foot (plus or minus);
  4. Four copies of a tree preservation plan. The plan shall accurately include the following:
    - a. Identification of the tree canopy using the vesting tentative map as the base map for such information, and further noting significant tree types (pine/oak, etc.) where groups of such types are clearly distinguishable. Any further description, such as general size characteristics, is desirable, but optional;
    - b. Identification on the tree canopy map of all trees with a diameter of 20 inches or greater diameter at breast height, in all of the following situations:
      1. Within building envelope areas when such are proposed as required herein, or on any lot less than 20,000 square feet in area when building envelopes are not required;
      2. In any situation where the tree or its dripline lie within any proposed road, driveway, leachfield area, or cut or fill slope area;

Those trees identified herein which are proposed for removal shall be so noted on the tree plan. Any provisions for tree preservation, transplanting, or replacement shall also be noted;
  5. An archeological survey noting the existence, if any, of any historical or cultural sites, and appropriate mitigation measures;
  6. Fuel modification program when the proposed site is heavily vegetated with trees or brush covering 50 percent or more of the site;
  7. In those circumstances where a development plan review is required by ordinance, such review application and all exhibits necessary for the review;
  8. In those circumstances where the project requires concurrent discretionary approval, all exhibits necessary for such application;
  9. A complete site plan showing all buildings and structures intended to be constructed on the lots proposed to be created. Those buildings, structures or improvements not shown on the site plan shall have no vested development rights hereunder and shall be subject to such ordinances, policies and standards in effect at the time of building permit issuance. Such site plan shall be of suitable scale (one inch equals 50 feet or greater) and sufficient detail to determine whether the proposed development conforms to existing ordinances, policies and standards and shall show the following:
    - a. Lot dimensions;
    - b. All buildings and structures: location (setback area), height and proposed use (number of dwelling units);
    - c. Walls and fences: location and height;

- d. Off-street parking: location, number of spaces and dimensions;
  - e. Access: pedestrian and vehicular;
  - f. Signs: location, size and height;
  - g. Drainage: natural drainage and any proposed drainage systems;
  - h. Landscaping;
  - i. Preliminary grading plan for each parcel;
10. Approved septic area for each lot if public sewers are not proposed;
  11. Building envelopes shall be noted on any proposed lot where average cross slopes exceed a ten percent grade. The building envelope area shall not exceed 5,000 square feet in area on Class 1 subdivisions (less than two-acre lots) or 20,000 square feet in rural divisions (two-acre or larger lots);
  12. Application form completed and signed;
  13. Deed restriction certificate signed;
  14. Letter of authorization from property owner, if applicable, authorizing the agent to act as applicant;
  15. A copy of official Assessor's map, showing the property outlined in red;
  16. Proof of ownership (grant deed), if the property has changed title since the last tax roll;
  17. Completed and signed environmental assessment form;
  18. Ten copies of a "land capability report" containing the information required by the Design and Improvements Standards Manual;
  19. If sewer or water service is proposed to be provided by a public agency, proof of availability and ability to serve the proposed development must be provided;
  20. Required maps:
    - a. 5 copies of the vesting tentative map, folded to fit in an 8½-inch by 11-inch folder, with signature block showing:
      - i. Four copies of slope map noting the following slope range categories; zero percent to ten percent, 11 percent to 20 percent, 21 percent to 29 percent, 30 percent and over;
      - ii. One copy of the reduced vesting tentative map, 8½ inches by 11 inches, or 8½ inches by 14 inches, may be on two or more pages if necessary;
  21. The vesting tentative map shall further include the following information with items a through p below shown on map in sequence noted:
    - a. Proposed subdivision name;
    - b. Owner of record (name and address);
    - c. Map prepared by (name and address);
    - d. Scale;
    - e. Contour interval;
    - f. Source of topography;
    - g. Section, township and range;
    - h. Assessor's parcel number;
    - i. Present zoning;

- j. Total area (acres);
  - k. Total number of parcels;
  - l. Minimum parcel area;
  - m. Water supply;
  - n. Sewage disposal;
  - o. Proposed structural fire protection;
  - p. Date of preparation;
  - q. North point located anywhere on map;
  - r. Project boundary with dimensions;
  - s. A vicinity map showing the location of the project in relation to major roads, including township, range and section;
  - t. Approximate dimension and area of all lots, and area of lots larger than one acre;
  - u. Names of adjacent subdivisions and property owners for parcels that have not been subdivided;
  - v. Approximate radii of centerline of all street curves;
  - w. Grades and width of proposed and existing roads of road easements with typical improvement cross section;
  - x. All existing structures, buildings, utility, transmission lines and dirt roads;
  - y. Fire hydrant location, existing and/or proposed;
  - z. Existing water and sewer line locations;
  - aa. Contours of not more than five foot intervals, based on aerial photogrammetry or on-site survey. (USGS interpolation, not acceptable);
  - bb. Phasing if proposed;
  - cc. The location, if present, of rock outcroppings, lava caps, drainage courses, lakes, canals, reservoirs, rivers, streams, spring areas subject to inundations, wetlands, and respective 100-foot and 50-foot septic system setbacks when a septic system is proposed;
  - dd. Flood areas on perennial streams, creeks or rivers (100-year).
- B. If as a result of the process of review by the County of the vesting tentative map it becomes necessary for the applicant:
- (1) To make a material change in the vesting tentative map;
  - (2) To submit additional data; or
  - (3) To revise any aspect of the data that has been previously submitted pursuant to Subsection A of this section;

then the application shall be deemed incomplete pursuant to Government Code § 65943 until such new or additional or revised maps, data, reports and information shall be submitted.

(Code 1997, § 16.68.060; Ord. No. 4216, § 1(part), 1992)