



City of Grover Beach Planning Division TENTATIVE PARCEL /SUBDIVISION MAP CHECKLIST

154 South Eighth Street | Grover Beach, CA 93433 | Phone (805) 473-4520 | www.groverbeach.org

The information on this checklist **must** be submitted with your project to be accepted for review. These are the minimum requirements. Additional information and plans may be required to evaluate your application following initial review by staff. A copy of this list will be used to check your application for completeness after it is submitted. **Applications not containing the necessary information as shown on this checklist will not be accepted for review. Check each box to indicate that the information has been provided and sign the Checklist.** If you have any questions regarding this form or uncertain if a specific requirement applies to your project, please contact the planning staff at (805) 473-4520 or via email at comdev@groverbeach.org.

- | Applicant | City | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | COMPLETED DEVELOPMENT APPLICATION FORM. Application form can be found here: http://grover.org/DocumentCenter/View/6731/1_DevelopmentApplicationForm?bidId= . <i>Only this application will be accepted.</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | COMPLETED ENVIRONMENTAL INFORMATION FORM. Information form can be found here: http://grover.org/DocumentCenter/View/6827/Environmental-Information-Form?bidId= This may be submitted as a part of a development application. |
| <input type="checkbox"/> | <input type="checkbox"/> | PRELIMINARY TITLE REPORT (within one year of application filling date) for property ownership and easement verification. <i>Real Estate report or market report will not be accepted.</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | PARCEL MAP NUMBER (available from the San Luis Obispo County Planning Department and submitted to that department) This number shall be located on the map. https://www.slocounty.ca.gov/Departments/Planning-Building/Forms-Documents/Land-Division-Forms-and-Documents/Land-Division-Application-Packages/Land-Division-and-Lot-Line-Adjustment-Application/Tentative-Map-Number-Request-Form-(1).pdf |
| <input type="checkbox"/> | <input type="checkbox"/> | PAYMENT OF APPLICATION FEE. Remittance of deposit as established by the Master Fee Schedule and signed <i>Agreement to Pay Application Fees</i> . |
| <input type="checkbox"/> | <input type="checkbox"/> | EMAIL COMPLETED APPLICATION & PLANS. Email completed application and any plans to comdev@groverbeach.org . All electronic plans shall be in PDF format. Please see these instructions: https://www.grover.org/DocumentCenter/View/11473/Electronic-Submittal-Instructions |

REQUIRED ITEMS FOR TENTATIVE SUBDIVISION / PARCEL MAP

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Tentative Subdivision / Parcel Map. A tentative subdivision map is required to subdivide property within the City of Grover Beach (unless seeking a parcel map waiver). A tentative map shall be completed by a licensed surveyor or engineer. The following information is required for all tentative map submittals (items that are <u>underlined</u> are required and if not include in the initial submittal, will be rejected) <ul style="list-style-type: none">• <u>North Arrow</u>• <u>Scale</u>• <u>Name and address of the person(s) or entity which prepared the map with the applicable registration or license number and expiration date</u>• <u>Names and addresses of the subdivider and all parties having a record title interest in the property being subdivided</u> |
|--------------------------|--------------------------|--|

- The boundaries of the subdivision, defined by legal description, with sufficient information to locate the property
- The lines and dimensions of all lots, and the number (subdivision) or letter (parcel) assigned to each lot/parcel
- The total number of lots/parcels with the areas of each lot/parcel
- The locations, size, and purposes of all existing and proposed easements for utilities, drainage and other public purposes shown by dashed lines
- All existing and proposed utilities including size of water lines and size and grade of sewer lines, locations of manholes, fire hydrants, street trees and street lights
- The locations, widths and names or designations of all existing or proposed streets, alleys, paths and other rights-of-way, whether public or private
- Private easements within and adjacent to the subdivision
- The radius of each centerline curve
- A cross section of each street and any planned line for street widening or for any other public project in and adjacent to the subdivision with a clear delineation of private streets
- Topographic information with a reference to the source of the information (NAD 83) with two-foot contour intervals
- The approximate location and general description of any oak two inches d.b.h. or greater or other native trees four inches d.b.h. or greater - or the general canopy cover of clusters of trees - with notations as to their proposed retention or destruction; notations as to general type of vegetation in areas not occupied by trees
- The location and outline to scale of all structures which are to be retained within the subdivision and all structures outside the subdivision and within ten feet of the boundary lines; the distances between structures to be retained
- The location of all railroad rights-of-way
- The locations of any existing or abandoned wells, septic leaching fields, springs, water impoundment's and similar features to the extent they affect the proposed use of the property
- Maps for condominium projects shall indicate the address of the property and the number, size and location of proposed dwelling units, parking spaces and private or public open spaces. For all condominium projects, the floor area of each floor shall be shown in proper scale and location together with the plan view of each ownership unit
- The boundaries, acreage and use of existing and proposed public areas in and adjacent to the subdivision. If land is to be offered for dedication for park or recreation purposes or for purpose of providing public access to any public waterway, river or stream, it shall be so designated
- Any exception being requested in accordance with the requirements of Development Code Section 8.100 (Subdivision Exceptions) of these regulations shall be clearly labeled and identified as to nature and purpose

SOILS ENGINEERING REPORT. The soils engineering report shall include data regarding the nature, distribution and strength of existing soils, conclusions and recommendations for grading procedures and design criteria for corrective measures, when necessary, and opinions and recommendations covering adequacy of sites for development.

PRELIMINARY GRADING AND DRAINAGE PLAN. A preliminary grading and drainage plan is required to be reviewed to ensure that the proposed design scheme can meet the Development Codes Grading, Drainage, and Stormwater standards. These items shall include:

- North arrow and scale of the drawings (use same scale as Site Plan).
- Dimensioned property lines.
- Show existing topography (dashed line) and proposed grading (solid line).
- Show location and elevation of high and low natural grade and calculate average

- natural grade (refer to Development Code Section 3.10.030.C).
- Show grades and structures within 10 feet of property boundaries. This is necessary to determine potential drainage impacts on adjacent properties.
- Source of topographic information with note on plans that elevations shown are tied to NAD 83 with the basis and bearing.
- Provide estimated amounts of cut and fill in cubic yards.
- All drainage must be retained on-site. Indicate location of proposed drainage basins/facilities, and calculate storage volume in compliance with Development Code Section 5.50.080.C.
- Indicate 100-year flood zones and floodways per the most current FEMA maps, if applicable.
- Indicate compliance with Stormwater requirements in Development Code Section 5.60.

REQUIRED ITEMS FOR VESTING SUBDIVISION / PARCEL MAPS

VESTING. At the time a vesting tentative map is filed, it shall have printed conspicuously on its face the words "Vesting Tentative Subdivision Map" or "Vesting Tentative Parcel Map"

ADDITIONAL INFORMATION REQUIRED. A vesting map requires the subdivider provide the following information, on separate sheets:

- Site plans for each lot or parcel indicating proposed locations for all improvements (e.g., utilities, structures, septic systems, driveways, etc.)
- Preliminary floor plans for all structural uses;
- Architectural elevations of all structures identifying all exterior finish and roofing materials;
- Detailed grading plans for each lot or parcel as provided in Article IX Chapter 5 of the Municipal Code.
- Road improvement plans for all adjacent and interior roads.

I, the undersigned Applicant/Representative, have verified that all the submittal items required on this Checklist are included in the application materials.

Signature

Date

Print Name