

## Chapter 16.20

### TENTATIVE MAP

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#### **16.20.010 Filing.**

Any person desiring to subdivide land in the county will first submit to the planning department as many copies of the tentative map and the subdivider's statement as may be required by the planning department (Ord. 10-16-75 § 1(100.500))

#### **16.20.020 Map checking.**

Prior to the filing of a tentative map, the subdivider shall submit the tentative map and the subdivider's statement and any other information that the subdivider deems necessary to sufficiently describe the proposed development, to the planning department for examination as to conformity with the provisions of this title. Where discrepancies exist, the planning department may return the map to the subdivider for correction or revision. The tentative map is accepted for filing when it is in full compliance with the provisions of this title. (Ord. 10-16-75 § 1(100.501))

#### **16.20.030 Revised map.**

Revised tentative maps will contain thereon the word revised after the tentative tract number. (Ord. 10-16-75 § 1(100.502))

#### **16.20.040 Map scale.**

Tentative maps will be to a scale of one inch equals one hundred feet; except that subdivisions of lots one acre or more may use a scale of one inch equals two hundred feet. The maps will be clearly and legibly reproduced. (Ord. 10-16-75 § 1(100.503))

**16.20.050 Information required.**

A. The tentative map will show and contain the following information as an aid to the planning commission and board of county commissioners in their consideration of the design of the subdivision.

1. The tract number;
2. Date of preparation, north point and scale;
3. Name, address and telephone number of the subdivider, the record owner and the person or persons preparing the map;
4. A sufficient legal description of the land to define the boundaries of the proposed tract;
5. A site location map where necessary to locate the tract.
6. Approximate ties to section corner or other known point;
7. The boundary lines of the subdivision to be shown as required on final map;
8. The approximate layout, dimensions and numbers of lots. For irregularly shaped lots, the approximate area of the lots will be shown;
9. The approximate acreage of the subdivision;
10. Ownership division lines of abutting properties as shown on the latest assessor's parcel map, and tract number or name of any adjoining subdivisions;
11. Identification of lots in proposed subdivision as to proposed use. If the property is to be used for more than one purpose, the area, lot or lots proposed for each type of use will be shown. Identification of proposed public uses, if any;
12. The location and outline to scale of buildings and structures which are not to be moved in the development of the subdivision;
13. The locations, names and existing right-of-way widths of all adjoining highways, roads and alleys;
14. The location, widths and approximate gradients of all highways, roads, and alleys proposed within the tract;
15. Each road shown by its actual name or by a temporary name or letter for purposes of identification until the proper name of the road is determined;
16. The approximate radii of all curves;
17. Location of marginal or dividing strips, if any;
18. The widths and approximate locations of all existing or proposed easements or rights-of-way within the subdivision or along its boundaries, whether public or private for roads, railroads, drainage, stormwater, irrigation sewers or public utility purposes;
19. Sufficient elevations or contour to determine the general slope of the land and the high and low points thereof. The elevations or contours will be extended into adjacent property a sufficient distance to establish property topographical relationship;
20. Approximate location of all areas subject to inundation or stormwater overflow and the locations, widths and direction of flow of all watercourses;
21. The proposed surface water drainage flow;
22. Source of water supply;
23. Method of sewage disposal;

24. In hillside areas where slopes exceed ten percent, the following may be required when deemed necessary by the director of planning;

- a. Centerline profiles of proposed roads,
- b. Where lot grading is to occur, plans showing the relationships of cuts or fills on each lot to the existing topography,
- c. A geological survey showing:
  - i. The effects of geological features upon the proposed grading, construction and land use, and
  - ii. The effects of these proposed modifications upon future geological processes in the area,
- d. The location of surface rock formation.
- e. The manner in which access will be provided from the public road to each lot;

25. For condominium and community apartment projects, the following additional information shall be shown:

- a. The location and dimensions of the buildings.
- b. The manner in which the buildings and airspace are to be divided including individual units and common areas,
- c. Parking areas and vehicular access,
- d. The units will be numbered and dimensioned and separate buildings lettered in alphabetical order.

B. Any the material required by the foregoing subsections which cannot be placed legibly and completely on the tentative map be shown on separate sheets or contained in a written statement accompanying the map. (Ord. 10-16-75 § 1(100.504))

**16.20.060 Subdivider's statement.**

A subdivider's statement will accompany the tentative map on forms provided by the planning department and contain the following:

- A. The acreage of the tract, the number of lots in the tract and the minimum lot size in square feet;
- B. The existing and proposed use of the property;
- C. The existing and proposed zoning of the property;
- D. A statement regarding the type of street improvements proposed;
- E. Provisions for proposed water supply and sewage disposal facilities;
- F. Statement regarding other public utilities and services;
- G. Statement regarding restrictive covenants;
- H. Name, address, phone number, and signature of the subdivider, agent, and engineer;
- I. Certification by the subdivider that he:
  - 1. Is the owner of the property on the map as proposed for subdivision, or
  - 2. Has an option or contract to purchase the property, or that portion thereof which he does not own. (Ord. 10-16-75 § 1(100.505))

**16.20.070 Tract number.**

A. Identity Assigned. Before filing a tentative map, the subdivider or his authorized agent will obtain from the county recorder the assignment of a number for the tract to be subdivided. These numbers will be assigned in consecutive order.

B. Assigned Identity to be Retained. When a tract number has been assigned, the subdivider will place the same upon each sheet of the tentative and final map of the subdivision; and the number will not be changed or altered in any manner upon the tentative and final map of the subdivision unless and until a new number has been assigned in the manner provided in this chapter. (Ord. 10-16-75 § 1(100.506))

**16.20.080 Review by other agencies.**

Copies of the tentative map will be submitted by the planning department to the review agencies and departments for their review and report thereon. Upon receipt of a copy of the tentative map, each review agency will examine the map to ascertain if the subdivision proposed thereon conforms to the requirements coming within the authoritative scope of the agency or department within ten days after receipt thereof making a report to the planning department. (Ord. 10-16-75 § 1(100.507))

**16.20.090 Subdivision review committee.**

A. The chairman of the planning commission or planning commission member designated by him, director of planning, director of public works (county road foreman) and health officer are deemed to be and are empowered to act as a subdivision review committee. All tentative maps shall be reviewed by the subdivision review committee prior to hearing by the planning commission. The committee will meet with the subdivider or his representative within ten days after submission of the tentative map as required by this chapter. The committee will determine the following:

1. The completeness and accuracy of the tentative maps and reports, and the suitability of the land for purposes of subdivisions.
2. Overall design of the subdivision and conformity with all pertinent requirements of this chapter and other laws and plans of the county.
3. Provisions for and suitability of street improvements, fire hydrants, stormdrains, streets, including adequacy of water supply, sewage disposal and easements for utilities and drainage.
4. Provisions for public areas including parks, schools, public utility facilities, etc.

B. The subdivision review committee shall review the tentative map for compliance with this chapter and state law. If any portion of the subdivision is in conflict with any of the requirements, then the subdivision committee informs the subdivider of the conflict.

C. The subdivision committee may deem it advisable to recommend additional improvements, easements, dedications, etc., to be included wherein the subdivider is duly informed of the nature of the recommendation at the time of the committee meeting.

D. If after analysis it is found that the subdivision requires a significant amount of correction before the committee deems it acceptable to bring it before the planning commission, the committee may require the subdivider to make changes and reappear before the committee for further study.

E. If the subdivider feels the subdivision committee has imposed requirements not acceptable to the subdivider he may request approval of the planning commission. In such a case, the subdivider will make known his intentions to the committee where upon the subdivision will be placed on the planning commission agenda. The subdivision committee will report in writing its recommendations to the planning commission. (Ord. 10-16-75 § 1(100.508))

**16.20.100 Action by planning commission.**

The planning commission will consider the tentative map at a regular or special meeting and will take action on such tentative map within forty days after the map is filed, recommending to the board of county commissioners that the board approve, conditionally approve or disapprove the tentative map. The action of the planning commission will be based on the conformity of the tentative map with the requirements of this title.(Ord. 10-16-75 § 1(100.509))

**16.20.110 Review for subdivision within three miles from city boundary.**

A tentative map proposed for the subdivision of property within three miles of the exterior boundary of a city shall be referred to city council for review and report to the board of county commissioners. The city council will review the tentative map within ten days or at its next regular or adjourned regular meeting after receipt of the tentative map. The report of the city council will be submitted along with the recommendations of the planning commission to the board of county commissioners. (Ord. 10-16-75 § 1(100.5010))

**16.20.120 Action by board of county commissioners.**

The board of county commissioners will act upon the planning commissioner's recommendations within ten days or at its next succeeding regular or adjourned meeting after receipt of the commissioner's recommendation. Before approving a tentative map of any subdivision within three miles of the exterior boundary of the city, the board of county commissioners will take into consideration the report of the city council. (Ord. 10-16-75 § 1(100.5011))

**16.20.130 Time limits for action.**

A. Extension of Time Limit. The time limit for acting and reporting on tentative maps as specified in Sections 16.20.100 through 16.20.120 may be extended by mutual consent of the subdivider, and the board of county commissioners or the planning commission as the case may be.

16.20.130

B. Automatic Approval of Map. If no action is taken by the planning commission within the time limit specified, the tentative map as filed will be approved and it is the duty of the chairman of the planning commission to certify the approval and to transmit the tentative map to the board of county commissioners.

C. Action by Board. Upon receipt of a tentative map not acted upon by the planning commission, the board of county commissioners shall within forty days of the date of certification by the county clerk either approve, approve with conditions or disapprove the tentative map.

D. Automatic Approval. If no action is taken by the board of county commissioners within the time limit specified, the tentative map as filed and approved by the planning commission will be approved and it is the duty of the county clerk to so certify. (Ord. 10-16-75 § 1(100.512))

**16.20.140 Termination of proceedings.**

Failure to record a final map within one year from the date of approval or conditional approval of the tentative map by the board of county commissioners will terminate proceedings. Before a final map may thereafter be recorded, a new tentative map will be submitted. (Ord. 10-16-75 § 1(100.513))