



City of Los Banos
Planning Department
520 J Street
Los Banos, CA 93635
Phone: (209) 827-7000 Ext 118
Fax: (209) 827-8059

Tentative & Vesting Tentative Subdivision Map Submittal Requirements

- 1. Completed Application
 - a. If the applicant is not the property owner(s), the property owner(s) shall designate the applicant as the authorized agent to act on his or her behalf by way of a signed, dated and notarized statement and both (or all) shall sign the application.
- 2. Fee as listed on Fee Schedule.
- 3. Cost Recovery Contract.
- 4. Completed Environmental Checklist.
- 5. Vicinity map at a minimum scale of one inch equals 1,000 feet indicating the location of the proposed subdivision in relation to the surrounding area or region.
- 6. Project description fully explaining intended use, General Plan Designation, zoning, surrounding uses, proposed backbone and in tract infrastructure and circulation.
- 7. Evidence of property ownership, e.g. deed, title insurance policy
- 8. Maps – (see numbers below) Containing the following information:
 - a. A key or location map on which shall be shown the general area including adjacent property, subdivisions, with names and roads.
 - b. Legend including:
 - i. Subdivision Name
 - ii. Date, north point, scale and sufficient description to define location and boundaries of the proposed map.
 - iii. Name, address, phone and fax of recorded owner or owners, subdivider and engineer or surveyor who prepared the map (maps must be stamped and signed with a valid stamp).
 - iii. Acreage of proposed tract to the nearest tenth of an acre.
 - c. Sufficient data to define the boundaries of the tract, or a legal description of the tract, lot layout, lot numbers and dimensions of each lot and for those lots that are not rectangular in shape show square footage.
 - d. The contour of the land at intervals of not more than two (2) feet and the delineation of any areas subject to periodic inundation.

- e. The outline of any existing buildings (delineating if they are to remain) in their locations with pertinent dimensions and future uses.
- f. The widths, approximate locations and purposes of all existing and proposed easements.
- g. Location, size and type of all existing trees over 4" in diameter on the property, delineate any to be removed. Where stands of trees are located, individual trees need not be shown but may be shown as a group.
- h. The locations, names and widths of all existing and proposed roads, streets, highways and right-of-ways in and adjacent to the proposed map, both public and private. All dedications shall be clearly identified and distinguished from existing rights of way.
- i. The grades of all streets proposed for dedication or not and the approximate radii of all curves.
- j. The approximate location of areas subject to inundation by storm water overflow and the location, width and direction of flow of all existing and proposed watercourses.
- k. The locations, pipe sizes and approximate grades of proposed sewers, waterlines and underground storm drain, including the proposed location of fire hydrants and street lights.
- l. The location of existing fences, wells, cesspools, sewers, culverts, drainpipes, underground structures and sand, gravel or other excavations within 200 feet of any portion of the subdivision, noting thereon whether they are to be abandoned or used.
- m. Phasing boundaries if the subdivision is to be recorded in phases.
- n. At least two (2) points shown on the map shall be tied to the California State Plane Coordinate System (1983 NADatum) providing sufficient data is available within one mile of the subdivision and providing the points can be occupied. If sufficient data is not available within one mile, the subdivision shall be tied into a section corner, quarter section corner, lot or block corner of an original subdivision, or any other corner acceptable to the City Engineer. Said tie shall also show the relationship of the subdivision to the section line or lot line and may be calculated from record.
- o. Show all proposed improvements per City Standards such as electroliers, retaining walls, utility lines, sound walls, street sections, etc.
- 9. Twelve (12) sets of the map not less than 18"x 26", nor greater than 32"x 42" in size. Scale of 1" = 100' for large areas, or a scale of 1" = 40' for small areas. All maps shall be folded to a size of approximately 8.5"x 11".
- 10. Eight (8) sets of maps reduced to 8.5"x 11".
- 11. Ten (10) sets of the map reduced to 11"x 17".
- 12. A traffic study is required for projects producing 100 or more peak-hour trips.
- 13. Soils report.

- 14. Electronic Package of Entire Submittal on CD.

FOR YOUR INFORMATION: Staff may deem additional submittal information such as a noise study, biological assessment, parking study, drainage report, arborist report, sight line analysis or infrastructure calculations or master plans necessary to adequately analyze the project, complete environmental review or make recommendations to the Elected or Appointed Officials.