

TENTATIVE MAPS

APPLICATION PROCESS

TENTATIVE SUBDIVISION AND PARCEL MAPS

**Application Deposit \$6,731 (Subdivision Map)
\$4,914 (Parcel Map)**

**Please make your check payable to the City of Solvang.
Please note that additional environmental review fees will be
levied at the appropriate time.**

The requirements contained herein are in accordance with the Subdivision Map Act (SMA). The SMA is comprised of sections 66410 through 66499.58 of the California Government Code. The appropriate sections of the SMA are referenced in this guide to highlight map preparation and submission requirements.

Parcel Map

A Parcel Map shall be required when:

1. The land before division contains less than five acres, each parcel created by the division abuts upon a maintained public street or highway, and the legislative body requires no dedications or improvements. SMA 66426(a)
2. Each parcel created by the division has a gross area of 20 acres or more and has approved access to a maintained public street or highway. SMA 66426(b)
3. The land consists of a parcel or parcels of land having approved access to a public street or highway, which comprises part of a tract of land zoned for industrial or commercial development, and which has the approval of the governing body as to street alignments and widths. SMA 66426 (c)
4. Each parcel created by the division has a gross area of not less than 40 acres or is not less than a quarter of a quarter section. SMA 66426(d)
5. Until January 1, 2003, the land being subdivided is solely for the creation of an environmental subdivision pursuant to section 66418.2. SMA 66426(e)

Subdivision (Tract) Map

A Tract Map shall be required for all subdivisions creating five or more parcels, five or more condominiums as defined in Section 783 of the Civil Code, a community apartment project containing five or more parcels, or for the conversion of a dwelling to a stock apartment project containing five or more dwelling units. SMA 66426

The technical requirements to prepare a Parcel or Tract Map are almost identical, with the exception of a few differences. Both maps are the same size, the same mediums are used, the information required to be shown upon is the same, and both require preparation by a Licensed Land Surveyor or Registered Civil Engineer authorized to practice Land Surveying. The difference between the two is a Tract Map requires City Council approval prior to recordation, while a Parcel Map normally does not. The following pages are intended to be used as a guide to prepare both types of maps. Should you have any questions regarding the preparation of these maps, please call Public Works at 688-5575.

CHECKLIST

Items listed on the checklist must be submitted to the City of Solvang Planning/Community Development Department for a complete application package. If there is an item you feel is not pertinent to your project, please submit explanation.

Application Form

Completed and signed by the property owner and applicant.

A Preliminary Title Report

Two copies of the report; must be dated within the last 90 days prior to the submittal date.

An Authorization

Consenting to the proposed subdivision of property signed by all parties having record interest.

Assessor's Parcel Map(s)

Indicating the property proposed for subdivision.

Tentative Tract or Parcel Map

One 8 ½" x 11" reduced copy, digital copy of map, in PDF/JPEG and AutoCAD compatible formats, and ten full sized copies of proposed map folded to 9" x 12" size.

The map must include the following:

- a. Tentative Tract or Parcel Map number, name, date of preparation, north arrow, scale, and date of survey, if applicable.
- b. Name and address of person or company that prepared the map and their registration or license number.
- c. Names and addresses of subdivider and all parties having a record title interest in the property being subdivided.

- d. Boundaries of the subdivision, defined by legal description, with sufficient information to locate the property and to determine its position with respect to adjacent named or numbered subdivision, if any.
- e. Topographic information with a reference to the source of the information. Contour lines shall have the following intervals:
- Two-foot contour level for ground slope between level and ten percent
 - Five-foot contour interval for ground slope exceeding ten percent.
 - Contours of adjacent land shall also be shown whenever the surface features of such land affects the design or development of the proposed subdivision.
- f. Approximate location and description of any trees over three inches in diameter at the trunk with notations as to their proposed retention or removal.
- g. Location and outline (to scale) of all structures, which are to be retained within the subdivision, as well as all structures outside of the subdivision within ten feet of the boundary lines. Indicate the distances between the structures to be retained and existing or proposed street and lot lines. Also, make notations regarding all structures, which are to be removed.
- h. Locations, widths and purposes of all existing and proposed easements for utilities, drainage and other public purposes. These easements should be shown by dashed lines, within and adjacent to the subdivision (including proposed building setback lines, if known). Show all proposed utilities including the size of water lines and the size and grade of sewer lines, locations of manholes, fire hydrants, street trees and street lights.
- i. Name, location, width and directions of flow of all watercourses and flood control areas within and adjacent to the property and the proposed method of providing storm water drainage and erosion control.
- j. Location of all potentially dangerous areas, including but not limited to areas subject to inundation, landslide, settlement or excessive noise. Indicate the means of mitigating the hazards.
- k. Locations, widths and names or designations of all existing or proposed streets, alleyways, 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; any planned line for street widening or for any public project in and adjacent to the subdivision. All private streets shall be clearly indicated.

- l. Lines and approximate dimensions of all lots and the number assigned to each lot. Lots shall be numbered consecutively. Indicate the total number of lots, area of each lot, and any lot lines to be deleted. Also, please indicate proposed building setbacks.
- m. Locations of existing or abandoned wells, septic leaching fields, springs, water impoundments, and similar features to the extent that they affect the proposed use of the property.

A Vicinity Map

Map of appropriate scale showing sufficient adjoining territory to clearly indicate surrounding streets, other land in the subdivider's ownership, and other features, which have a bearing on the proposed subdivision.

A Statement of Existing and Proposed Zoning and Land Use

Statement with copies of current zoning and general plan land use designation maps indicating the property to be subdivided.

A Description of Requested Exceptions From Subdivision Design Standards

Description of requested exceptions for such items as lot area, lot dimensions, street sections or utility easements.

If you have any questions, please contact us at (805) 688-5575. If your questions relate to required plans, please arrange to meet with us in person during working hours, Monday through Friday between 8 am to 12 noon and 1 pm to 5 pm.