City of Fullerton
Community Development Department

Subdivision Map Application Information

A. REQUIREMENTS - The Community Development Department will need all of the following before an application is considered complete for filing. These items are to be submitted as a package:

1. Standard City application form -must be signed by the property owner of record whether or not an agent (applicant) has been named.

2. Planning Action Description/Justification Form (completely filled out).

3. Filing Fee (Tentative Parcel Maps)…… ❒ $3,296.80
   Tentative Tract Maps …….... ❒ $3,621.80 plus $53/per lot
   Map to Revert Subdivided Land to Acreage …….. ❒ $3,135.60

4. Document Imaging Fee (per application request)……..… ❒ $99

5. Environmental Fee (to be determined by staff).

   a. Initial Study and Negative Declaration (deposit)…… ❒ $2,500.00
      County Recorder's Fee ……..…….…. ❒ $43
      State Fish and Game Fee (unless no impact is identified by Dept. of Fish and Game. Applicant to contact Dept. of Fish and Game to obtain exemption (916) 651-0603) ……. ❒ $2,156.25

   b. Draft Environmental Impact Report (EIR) ……..… ❒ $5,000*Deposit
      (*Actual staff time will be charged against deposit)
      County Recorder's Fee ……..……. ❒ $43
      State Fish and Game Fee ……..……. ❒ $2,995.25

   c. Project exempt from environmental review
      County Recorder's Fee ……..…❒ $43

6. Engineering Fee…… ❒ $5,000*Deposit
   (*Actual staff time will be charged against deposit)

7. Drawings – tentative map, plot plan, floor plan and building elevations drawn to scale - 29 sets for Tract Maps and Parcel Maps.

8. One (1) set of 8½" x 11" reductions and transparencies of (7) above. ***If determined necessary by staff, digital plans (in jpg or tif formats only) may be required.***

9. Three (3) sets of Title Reports.

B. PROCEDURE
When above requirements are met, the application is to be filed with the Community Development Department. The application will be placed on the agenda of the Planning Commission, and a public hearing will be held in approximately six weeks; the decision by the Planning Commission is final unless appealed to the City Council.

NOTE: ***ALL APPLICATIONS ARE SUBJECT TO FURTHER REVIEW AND CONSIDERATION. ADDITIONAL INFORMATION MAY BE NECESSARY BASED ON TRAFFIC IMPACTS, NOISE LEVELS OR OTHER SPECIAL CIRCUMSTANCES POSED BY THE APPLICATION.***

SUBMITTAL REQUIREMENTS FOR SUBDIVSION MAPS. ALL OF THE FOLLOWING INFORMATION MUST BE SHOWN ON SUBDIVISION MAPS BEFORE APPLICATION WILL BE ACCEPTED.

- ❑ Tract number assigned by the County Surveyor
- ❑ Name, address, and telephone number of owners(s) whose property is proposed to be subdivided
- ❑ Name, address, and telephone number of registered engineer or licensed surveyor who prepared the map
- ❑ North Arrow, with North at top of page
- ❑ Date of tentative map preparation
- ❑ Scale of drawings (site plans should be drawn to 1" = 10', 1" =20', or 1" = 40')
- ❑ All plans must be drawn to scale, in ink or blueprint and be legible
- ❑ All boundary lines
- ❑ Location, width, approximate grade, centerline radii, and proposed names of all streets within the boundaries of the proposed subdivision and the location and width of proposed alleys and/or public service easements
- ❑ Lot number, lot lines, and approximate dimension of each lot, and drainage direction of each lot
- ❑ Approximate location and with of watercourses or areas subject to inundation from floods, and the location of all existing structures, irrigation ditches, railroads, and other permanent physical features
- ❑ Description of the exterior boundaries of the subdivision or legal description of the property comprising the subdivisions
- ❑ Width and location of all existing or proposed public or private easements
- ❑ Classification of lots as to intended residential, commercial, industrial or other uses
- ❑ Proposed location, direction of flow, and disposal point for storm drain and appurtenant structures
- ❑ Proposed location, size, direction of flow and disposal point for sanitary sewer facilities
- ❑ Contours, street profile and cross sections, together with the location of all cut and fill slopes or a separate tentative grading plan, if necessary in the opinion of the City Engineer

The following supplemental information must be provided, either on map or separately:

- ❑ Source of water supply
- ❑ Type of street improvements and utilities which the subdivider proposes to install
- ❑ Protective covenants to be recorded
- ❑ Traffic/Parking Analysis
- ❑ Other _____
  _____
  _____
  _____

An additional review fee of $_____ will be required for the above noted item(s).

1/28/2013