



City of Placerville
Development Services Department
3101 Center Street
Placerville, CA 95667
(530) 642-5252

**TENTATIVE SUBDIVISION MAP
REQUIRED SUBMITTAL INFORMATION**

The following information must be provided with all applications. If all the information is not provided, the application will be deemed incomplete and will not be accepted. For your convenience, please use the check (√) column on the left to be sure you have all the required submittal information. All plans and maps **MUST** be folded to 8 ½” x 11”. All plans required in PDF format should have Optical Character Recognition (OCR), be optimized, and be in a reduced file size.

NOTE: APPLICATIONS WILL BE ACCEPTED BY APPOINTMENT ONLY. TO MAKE YOUR APPOINTMENT IN ADVANCE, PLEASE CALL DEVELOPMENT SERVICES AT (530) 642-5252.

NOTE: Submittal of the materials required in this application packet does not necessarily constitute a complete application for purposes of the California Permit Streamlining Act; the City may require further submittals or clarification of materials in order for staff to begin processing the project. If so, you will receive a letter within 30 days stating what additional materials must be submitted. Discretionary project applications (a project considered by the Planning Commission, and/or City Council) will need to be deemed complete for processing before the environmental review of the project can be started in accordance with the California Environmental Quality Act. In order to prepare an environmental document to comply with CEQA, the City may require the applicant to submit additional information or studies after the application has been deemed complete for processing. Note that studies may be required to analyze potential impacts from off-site improvements.

FORMS AND MAPS REQUIRED

Check (√)

Applicant

City

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1) Application form completed and signed. All application forms shall be completed in ink or typed. |
| <input type="checkbox"/> | <input type="checkbox"/> | 2) Letter of Authorization: When there are multiple owners, a Letter of Authorization is required from the other property owner(s) authorizing the applicant to act as their agent; or when the applicant is not the property owner. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3) Project Narrative / Description |
| <input type="checkbox"/> | <input type="checkbox"/> | 4) One copy of a Title Report (no more than six months old) for the project. Proof of ownership (Grant Deed) shall be required, if the property has changed title since the last tax roll. |

- 5) Provide name, mailing address, and phone number of all property owners and their agents.
- 6) If the project is located within the El Dorado Irrigation District (EID) service area, obtain and provide a Facilities Improvement Letter (FIL).
- 7) Sewer and water facilities maps proposed to serve the project; provide four copies of a map showing location and size of the proposed facilities.
- 8) One hard copy plus an electronic PDF copy (CD-ROM or other medium) of a preliminary grading, drainage plan and report. The plan should be of sufficient detail to identify the scope of grading, including quantities, depths of cut and fills for: roads, driveways where cuts/fills exceed six feet, retaining walls, and mass pad graded lots. Show location of existing drainage, proposed modifications, and impacts to downstream facilities. (See Title 8 (Public Ways and Property), Chapter 7 (Grading, Erosion and Sediment Control) for submittal requirements of the drainage plan and report.)
- 9) One hard copy plus an electronic PDF copy (CD-ROM or other medium) of a Preliminary Geotechnical Engineering Study as described in the adopted Design and Improvement Standards Manual.
- 10) An on-site biological study shall be required to determine if the site contains special status plant or animal species or natural communities and habitats, including riparian vegetation and plant habitat. The report should include proposed mitigation measures if applicable. Such survey can only occur from March 15 through August 15 when plants are identifiable. One hard copy plus an electronic PDF copy (CD-ROM or other medium), with attachments, shall be submitted.
- 11) A site-specific wetland investigation shall be required on projects with wetlands as determined by the biological study. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.
- 12) Name and address of Homeowners' Association, Zone of Benefit, or other road maintenance entity, if it exists in the project area.

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- 13) A record search for archeological resources shall be conducted through the North Central Information Center (NCIC) located at CSU-Sacramento.

Mailing Address:

Physical Location:

North Central Information Center
California State University, Sacramento
6000 J Street, MS 6100
Sacramento, CA 95819-6100

North Central Information Center
Folsom Hall, Suite 2042
7667 Folsom Boulevard
Sacramento, CA 95826

If the record search identified a need for a field survey, a survey shall be required. Archaeological surveys shall be prepared by qualified professionals consistent with the qualification standards adopted by the Society for California Archaeology (SCA). One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.

- 14) An acoustical analysis shall be provided to demonstrate consistency with General Plan Policies (see policies following Health and Safety General Plan Goals I and J). The analysis should include description of construction noise, traffic noise generated from the project, and impacts of traffic noise to the residences within the project. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.

- 15) An air quality impact analysis shall be provided utilizing the Air Quality Management District's AQMD Guide to Air Quality Assessment: Determining Significance of Air Quality Impacts under the California Environmental Quality Act (February 2002) available at:
https://www.edcgov.us/Government/AirQualityManagement/Pages/guide_to_air_quality_assessment.aspx

Emissions modeling should utilize the statewide land use emissions computer model CalEEMod available at: www.caleemod.com to quantify potential criteria pollutant and greenhouse gas (GHG) emissions. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.

- 16) Transportation / Circulation Plan. Applications shall include information that:

A. Demonstrates consistency with the Placerville General Plan's Part I. General Plan Land Use/ Circulation Diagrams and Standards Policies, Section III. Transportation, and the General Plan's Master Street Plan.

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B. Identify access to City road(s); describe proposed road and intersection improvements (on-site and off-site).

One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.

If required by the City of Placerville Engineering Division, a traffic study shall be provided utilizing their latest traffic study requirements, as determined by City Engineer.

- 17) Copy of previous parcel map, subdivision map, or record of survey, if applicable.
- 18) Application Fees pursuant to the adopted fee schedule.
- 19) Five copies plus an electronic PDF copy (CD-ROM or other medium) of the site plan detailing what exists on the site at time of application shall be submitted on 24" x 36" sheets, drawn to scale, and of sufficient size to clearly show all details and required data. All plans **MUST** be folded to 8½" x 11", plus one 8½" x 11" reduction that includes a graphic scale. **NO ROLLED DRAWINGS WILL BE ACCEPTED.**
- 20) Five copies plus an electronic PDF copy (CD-ROM or other medium) of a Phasing Plan, if proposed; and one 8½" x 11" reduced copy that includes a graphic scale.
- 21) For divisions of R-1 (single-family residential) zone classification properties, one full-sized copy plus an electronic PDF copy (CD-ROM or other medium) of a slope map showing cross-slope analysis and minimum parcel area per City Code Section 10-4-2(D)4; and one 8½" x 11" reduced copy.
- 22) One full-sized copy plus an electronic PDF copy (CD-ROM or other medium) of an aerial photograph with the tentative map overlaid. Scale should be 1" = 100' or the same scale as tentative map.
- 23) A Fire Safe Plan approved by the El Dorado County Fire District. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.
- 24) Five copies plus an electronic PDF copy (CD-ROM or other medium) of a Woodland Alteration Plan, subject to the requirements and standards under Title 8 (Public Ways and Property), Chapter 13 (Woodland and Forest Conservation).

REQUIRED INFORMATION ON TENTATIVE SUBDIVISION MAP

Applicant

City

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| <input type="checkbox"/> | <input type="checkbox"/> | 1) Proposed subdivision name. |
| <input type="checkbox"/> | <input type="checkbox"/> | 2) North arrow and Scale. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3) Location Map |
| <input type="checkbox"/> | <input type="checkbox"/> | 4) Project boundaries with dimensions. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5) The approximate dimensions and area of all lots (gross and net). Net area of lots excludes non-buildable areas such as road rights-of-way, land normally under water for all or part of the year, and easements not for the exclusive use of the parcel on which it is located. Parcel sizes must be consistent with General Plan and Zoning standards unless the application is accompanied by a General Plan, Rezone, and/or Planned Development application. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6) Topography & Drainage |
| <input type="checkbox"/> | <input type="checkbox"/> | A. Contour lines shown at 5-foot intervals. Contours may be shown at 10-foot or 20-foot intervals on parcels of 10 acres or larger (using USGS interpolation or field survey), if said contours reasonably identify significant site features (e.g., benches or abrupt topographical changes, etc.). |
| <input type="checkbox"/> | <input type="checkbox"/> | B. Slope of land (percentages) |
| <input type="checkbox"/> | <input type="checkbox"/> | 7) Adjacent ownership with book and page number of recorded deeds or parcel map references. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8) Existing Street(s) or Rights of Way to Public Street(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | A. Location (drawn to scale) |
| <input type="checkbox"/> | <input type="checkbox"/> | B. Name(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | C. Rights-of-way widths |
| <input type="checkbox"/> | <input type="checkbox"/> | 9) Proposed Street(s) and/or Rights of Way |
| <input type="checkbox"/> | <input type="checkbox"/> | A. Location (drawn to scale) |
| <input type="checkbox"/> | <input type="checkbox"/> | B. Proposed name(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | C. Note if private (together with deed or map reference that documents the access) and/or public road. |
| <input type="checkbox"/> | <input type="checkbox"/> | D. Right-of-way width(s) and grade(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | E. Proposed section(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | 10) Approximate radii of centerline on all street curves. |

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| <input type="checkbox"/> | <input type="checkbox"/> | f. Source of topography |
| <input type="checkbox"/> | <input type="checkbox"/> | g. Section, Township and Range |
| <input type="checkbox"/> | <input type="checkbox"/> | h. Assessor's Parcel Number(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | i. Present and proposed General Plan land-use designation(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | j. Present and proposed zoning classifications(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | k. Total parcel area |
| <input type="checkbox"/> | <input type="checkbox"/> | l. Total number of lots |
| <input type="checkbox"/> | <input type="checkbox"/> | m. Minimum parcel area |
| <input type="checkbox"/> | <input type="checkbox"/> | n. Total number of lettered lots |
| <input type="checkbox"/> | <input type="checkbox"/> | o. Water supply |
| <input type="checkbox"/> | <input type="checkbox"/> | p. Sewage disposal |
| <input type="checkbox"/> | <input type="checkbox"/> | q. Fire protection district |
| <input type="checkbox"/> | <input type="checkbox"/> | r. Date of preparation |
| <input type="checkbox"/> | <input type="checkbox"/> | s. Approval block: |

In the lower right-hand corner of each map, a signature block should be shown, giving space for:

City Council: _____

Approval/Denial Date: _____

The Development Services Department reserves the right to require additional project information as provided by Section 15060 of the California Environment Quality Act, or as required by the General Plan development policies, or when such is necessary to complete the environmental assessment.

NOTE: APPLICATION WILL BE ACCEPTED BY APPOINTMENT ONLY. MAKE YOUR APPOINTMENT IN ADVANCE BY CALLING (530) 642-5252.



**CITY OF PLACERVILLE
PLANNING APPLICATION**

Date: _____
Zoning: _____ GP: _____
File No: _____
Filing Fee (PZ): _____
Filing Fee (EN): _____
Receipt No: _____

REQUEST FOR:

- Annexation Boundary Line Adjustment Certificate of Compliance Conditional Use Permit
- Environmental Assessment Environmental Impact Report Final Subdivision Map General Plan Amendment
- General Plan Consistency Historic District Review Landscape Plan Review Map Amendment Merger
- Minor Deviation Planned Development Preliminary Plan Review Sign Package Review/ Amendment
- Site Plan Review Temporary Commercial Coach Temporary Use Permit Tentative Parcel Map
- Tentative Subdivision Map Variance Zone Change

DESCRIPTION:

ITEMS ABOVE THIS LINE FOR OFFICE USE ONLY

City Ordinance #1577 established a Fee & Service Charge System. In some cases, project review will require the services of specialists under contract to do work that City Staff cannot perform. In these cases, the applicant shall pay the direct cost of these services plus fifteen percent (15%) for City Administration.

PROJECT APPLICANT

NAME: _____
MAILING ADDRESS: _____

PHONE: _____
EMAIL: _____

APPLICANT'S REPRESENTATIVE (if different)

NAME: _____
MAILING ADDRESS: _____

PHONE: _____
EMAIL: _____

PROPERTY OWNER(S)

NAME: _____
MAILING ADDRESS: _____
EMAIL: _____

PHONE: _____

SURVEYOR, ENGINEER, ARCHITECT, OR OWNER'S REPRESENTATIVE (if applicable)

NAME: _____ PHONE: _____
MAILING ADDRESS: _____
EMAIL: _____

DESCRIPTION OF PROPERTY (Attach legal deed description)

STREET ADDRESS: _____
ASSESSOR'S PARCEL NO.(S): _____

Above described property was acquired by owner on

Month Day Year

