



**BUILDING AND DEVELOPMENT
SERVICES DEPARTMENT**

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**DEVELOPMENT ENGINEERING CHECKLIST FOR
TENTATIVE MAPS**

This checklist is used as a processing aid to assure compliance with the Subdivision Map Act and Chico Municipal Code. In addition, this review shall produce a Tentative Map to allow any reviewing body to readily assimilate pertinent information and respond with an accurately informed recommendation.

Subdivision Name/Number: _____

Location/APN(s): _____

Engineer/Surveyor & Contact Number: _____

Applicant/Owner: _____

Submittal No.: _____ Date Submitted: _____

**Tentative Map check authority under the State Subdivision Map Act (Government Code Sections 66425-66428) and Title 18 & 18R of the Chico Municipal Code:*

I. MAP PREPARATION

- ___ 1. Map title: subdivision name, number and description of property being subdivided.
- ___ 2. Indicated as a Vesting Tentative Map (owner's option).
- ___ 3. Name(s) and address(s) of the Owner(s) and Developer of the project.
- ___ 4. Name and address of the Person, Firm or Organization that prepared the map.
- ___ 5. The Tentative Map was prepared by or under the direction of a registered civil engineer or licensed land surveyor. Includes applicable registration or license number.
- ___ 6. Map preparation date.

II. FORM

- ___ 1. The map size shall be 22" x 34" with 1" border drawn completely around the sheet.
- ___ 2. The map is clearly and legibly drawn.
- ___ 3. Map scale shown (minimum map scale: 1"=100').
- ___ 4. More than one sheet may be used, but the relationship of the several sheets shall be clearly shown on each sheet.
- ___ 5. North arrow shown.

III. SUBDIVIDER'S OVERALL INTENT

- ___ 1. Statements regarding existing and proposed zoning, existing and proposed uses, and the approximate area of proposed zones.
- ___ 2. Proposed subdivision modifications [Chico Municipal Code (or CMC) Chapter 18.44] clearly labeled and identified as to the nature and purpose. (Or include a statement that no modifications are proposed).
- ___ 3. Show boundaries and sequence of phases if separate Final Maps are to be filed on portions of the property shown.
- ___ 4. Proposed remainder parcel clearly shown.
- ___ 5. Clear distinction made between proposed public and proposed private facilities.

IV. EXISTING PROPERTY INFORMATION

- ___ 1. Vicinity map of local area with appropriate scale that clearly illustrates nearby street patterns and surrounding property lines.
- ___ 2. Distinctive boundary lines with distances to define and locate the property.
- ___ 3. Existing lot lines shown (including lines to be removed as part of the final map).
- ___ 4. Assessors parcel numbers shown.
- ___ 5. Adjoining property owners and/or recently approved tentative subdivision/parcel map lines to show their relationship to the proposed subdivision.
- ___ 6. Locations, widths, names/designations of existing streets, alleys, pedestrian ways, and other rights-of-way, whether public or private, within and adjacent to the subdivision.
- ___ 7. Location, width, and purpose of existing easements for utilities, shown as dashed lines, within and adjacent to the subdivision (include building setback lines if established by record document).
- ___ 8. Boundaries and acreage of existing public areas in and adjacent to the subdivision with the nature of each indicated thereon.
- ___ 9. The location of existing railroad rights-of-way and grade crossings.
- ___ 10. Date of survey shown (if the map is based upon a survey).

V. EXISTING TOPOGRAPHY

- ___ 1. Contour lines shown indicating the following intervals:
 - a.) *1' contour interval for ground slope between 0% - 5%*
 - b.) *5' contour interval for ground slope between 5% - 15%*
 - c.) *10' contour interval for ground slope greater than 15%*
- ___ 2. Location, width and direction of flow of all watercourses and flood-control areas within and adjacent to the property involved).
- ___ 3. Location of all existing wells, abandoned wells and sumps (or statement that none exist). If applicable, include notes for abandonment process.
- ___ 4. Approximate location of all existing septic tanks and leach fields (or statement that none exist). If applicable, include notes for abandonment process.
- ___ 5. Location and distance between all structures to be retained within the subdivision and notations concerning all structures to be removed (or statement that none exist).
- ___ 6. Location, description and size of trees with notations as to their retention or removal (or statement that none exist).

VI. PROPOSED PROPERTY INFORMATION

- ___ 1. Total subdivision acreage shown.
- ___ 2. Total number of proposed lots with the approximate average lot area and gross unit per acre density.
- ___ 3. Proposed streets shown with public and/or private dedication.
- ___ 4. Approximate dimensions of all lot lines indicated and lots numbered consecutively.
- ___ 5. Total area in square footage or acreage of each lot proposed on tentative map.
- ___ 6. Locations, widths and designations of all proposed streets, alleys, pedestrian ways and other rights-of-way, whether public or private, within and adjacent to the subdivision. (Include any planned line for street widening or for any other public project in and adjacent to the subdivision).
- ___ 7. Centerline curve data given for each curve (length and radius).
- ___ 8. Location, width and purpose of all proposed easements for utilities, shown as dashed lines, within and adjacent to the subdivision.
- ___ 9. Boundaries and acreage of proposed public areas in and adjacent to the subdivision with the proposed use of each indicated thereon.
- ___ 10. Land to be offered for dedication to park or recreation purposes or for providing public access to any public waterway, river or stream shall include proposed use.
- ___ 11. Conveyance of abutter's rights of access, to the City shown.
- ___ 12. Proposed abandonment(s) of existing public rights-of-way or easements shown.

VII. PROPOSED IMPROVEMENTS

- ___ 1. Statement included indicating what entity is proposed as a provider of the following services:
 - a.) *Sanitary Sewer*
 - b.) *Storm Drainage*
 - c.) *Power/Gas*
 - d.) *Telecommunications*
 - e.) *Cable T.V.*
- ___ 2. Cross-sections with proposed improvement dimensions for each street shown.
- ___ 3. Statements and/or methods for providing storm water drainage.

VIII. DRAWINGS, STATEMENTS & OTHER DATA TO ACCOMPANY TENTATIVE MAP

- ___ 1. Preliminary Soil Investigation and Geologic Reconnaissance Report submitted by a Registered Civil Engineer, Engineering Geologist or Geologist specializing and recognized in soil mechanics and foundation engineering. (The Director of Building & Development Services can waive this report).
- ___ 2. Request for waiver of above soils report submitted.
- ___ 3. Preliminary grading plan with existing and proposed drainage patterns shown in relationship to adjacent lots.

IX. GENERAL

- ___ 1. Physical restrictions or conditions shown which affect the use of the property.

- ___ 2. All other data required as a prerequisite to approval of the tentative map, including plans, reports, fees or other requirements.

X. OTHER COMMENTS AND/OR NECESSARY ITEMS

- *Sanitary sewer application has been submitted*