

# Development Services

## Tentative Map Submittal Guide

### What is a Tentative Map?

A tentative map is a preliminary plan for the subdivision of residential, commercial, or industrial lots, typically for subdivisions with greater than four lots. This map is utilized to support a tentative map application. This typically includes lot lines and curves, roadways and roadway centerlines, common area parcels, parcels to be dedicated, and typical easements for individual lots.

### Checklist

- Project name, firm, and engineer or land surveyor's signature, seal, and date.
- Date, north arrow, scale, real property description, legend, and sheet numbers in relation to the total number of sheets.
- Title sheet including the name of the subdivision, a vicinity map, and signature lines customary for plat map recordation.
- Subdivision boundary and parcel lines with vector notations.
- Locations of existing and proposed monuments and other survey reference datum.
- Proposed lots numbered with lot size notations.
- All adjacent properties identified with APN and property owner's name.
- All internal and adjacent roadways.
- Ownership and maintenance responsibility of any roadways, sidewalks, and common areas (public or private).
- All existing and proposed easements with all proposed easement abandonments identified.
- Any other information necessary to determine compliance with city code, the Public Works Design Manual, or is otherwise customary for plat map recordation.

### Submittal Guidelines

All plan sheets shall be provided in the PDF format in a 24" x 36" page size scaled at 1 inch = 60 feet unless otherwise indicated in the application checklist. All sheets provided in full-size should also be provided in an 8.5" x 11" page size.

