

PARCEL MAP INSTRUCTIONS

The following information shall be submitted with the Parcel Map Application:

1. Environmental Checklist, and five (5) copies of the parcel map.
2. The following reports shall be included as part of the Parcel Map Application:
 - a. Subdivision development plan.
 - Development/Plot Plan** - showing all existing and/or proposed improvements on the property including the following:
 - Site address, north arrow and scale (no less than 1" = 40').
 - Overall dimensions of the entire property. Including total square footage of each use including, but not limited to, industrial, warehousing, and office uses.
 - Location, by dimension, and proper labeling of all:
 - Buildings and structures (existing and proposed).
 - Provided automobile parking, truck parking, and truck loading spaces as well as their relative required maneuvering areas.
 - Required automobile parking, truck parking, and truck loading spaces and truck maneuvering areas.
 - Driveways, alleys, and access ways, including driveway entrances (including the driveway width) to and from public streets.
 - Site drainage. Proposed drainage patterns and proposed changes in drainage.
 - Existing and proposed utility services.
 - b. Source, quality and an estimate of available quantity of water supply.
 - c. Location of existing public improvements, including utilities and fire hydrants.
 - d. Proposed street improvements and utilities.
 - e. Proposed method and amount of sewage disposal.
 - f. An estimate of electric power requirements.
 - g. Covenants and easements recorded or proposed to be recorded.
 - h. Proposed tree planting.
 - i. Preliminary soil report unless waived by city engineer.
 - j. A vicinity map (radius map).

The vicinity map shall contain the following information:

- 1) The location of lots within three hundred (300') feet of the perimeter of the new lots.
 - a. Complete property owner's address list from the latest available Los Angeles County Tax Assessor's Roll for all properties within a three hundred foot radius of the subject property on self-adhesive mailing labels.
 - b. Property Owner's List Statement completed by the person(s) who prepared said list stating that the list has been compiled from information obtained from the latest available Los Angeles County Tax Assessment Roll. This statement must be notarized.
- k. The tentative parcel map shall be accompanied by a current preliminary title report showing title to the property vested in the applicant (Ord. No. 1048, ' 5, Exh.A.)
- l. A statement signed by the property owner to the effect that all new lots to be created will be furnished with utility installations running separately to or from a main source of supply or disposal located in a public street, alley or easement (Ord. No. 1048 ' 5, Exh.A.)

3. Fees:

- a. Parcel Map, Tentative Map, Lot Line Adjustment or a Certificate of Compliance which contains four or less parcels or lots**\$1,250.00**
- b. If any of the above contain five or more parcels or lots**\$2,000.00**
application fee, \$50 County Clerk filing fee, \$1,876.75 Fish & Game Section 711.4 fees (total \$3,926.75), plus any County Surveyor fees
- c. Plus an additional fee per each parcel or lot at time of submittal**\$80.00**

PARCEL MAP APPLICATION

Parcel Map No.	Fee:
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Location of Subdivision:

Number of Lots Proposed:	Total Acreage:
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	Book	Page	Parcel
County Assessor Information			

Property Owners:

Name	Address
Telephone Number ()	
Fax Number ()	

Property Representative:

Name	Address
Telephone Number ()	
Fax Number ()	

ENVIRONMENTAL CHECKLIST

Date Filed: _____

General Information:

1. Name, address, and telephone number of developer or project sponsor: _____

2. Address of project (location): _____

Assessor's Block and Lot Number (APN#): _____

3. Name, address, and telephone number of person to be contracted concerning this project: _____

4. Indicate number of the permit applications for the project to which this form pertains: _____

5. List and describe any other related permits and other public approvals required for this project, including those required by city, regional, state and federal agencies: _____

6. Existing zoning district: _____

7. Proposed use of site (Project for which this form is filed): _____

