

TENTATIVE MAP FILING INSTRUCTIONS & CHECKLIST

This form must be filed with your application. Please check off each item to verify that the required information is attached. Your application will not be accepted if any required item is missing.

- () 1. The signed and completed Land Use Application form.
- () 2. Filing fees pursuant to the most recently adopted fee schedule (\$_____).
- () 3. Two copies of a preliminary title report (double-sided preferred), current within six months, and two copies of the Grant Deed, verifying ownership and the legal description of each effected parcel.
- () 4. If the project involves ground disturbance, a letter from the North Central Information Center indicating whether 1) there has been a previous study, and the site does not contain significant historical/cultural resources; 2) that a study has been conducted and the resources have been adequately recorded; or 3) that there is a potential for the site to contain important resources and that an archaeological field survey is recommended. If required, a site-specific Cultural Resources Inventory must be submitted.
- () 5. If the project involves ground disturbance or tree removal, a Biological Inventory prepared by a professional biologist.
- () 6. If the site was previously disturbed or there is any evidence of past hazardous use on or near the project, including but not limited to underground fuel storage tanks, dumpsites, industrial activity, or mining activity, a letter from the County Environmental Health Division indicating the status of the site, or a Phase 1 Environmental Site Assessment.
- () 7. The completed Affidavit of Previous Land Division Activity form (attached).
- () 8. The completed Timberland Conversion Checklist (attached).
- () 9. Photos of the site and a site plan reduction indicating where photos were taken.
- () 10. Proof of legal access to the project site if the site does not take direct access from a publicly maintained road.
- () 11. One 8½" x 11" reduction of the tentative map.
- () 12. Digital copies of all project materials.
- () 13. NOT AT INITIAL APPLICATION: Prior to Planning Commission meeting, ten copies of the tentative map (18" x 26" in size, folded to 8½" x 14") will also be required.

CONTENT OF TENTATIVE MAP

- () 1. Tentative maps shall bear the name and license number of the duly licensed person in responsible charge for preparing the tentative map.
- () 2. Legend stating names, addresses, telephone numbers of record owner(s), Assessor's Parcel Number, subdivider, the person who prepared the map, the source of water supply, method of sewage disposal, responsible fire protection agency and source of public utilities.
- () 3. Subdivision name, if applicable.
- () 4. North point, scale (no more than 1"=100'), and date.
- () 5. Names of adjacent subdivisions and current ownership of all adjacent parcels.
- () 6. Location, names, present center lines, widths and grades of adjacent or abutting roads and streets.
- () 7. The location, name, width, grade and centerlines of all proposed roads and roads to be offered for dedication. Radius of all curves on existing and proposed roads.
- () 8. Typical cross sections of proposed roads, showing all improvements proposed within the road right-of-way.
- () 9. Width, location, purpose, and restrictions of all existing and proposed easements on or adjacent to property covered by the subdivision.
- () 10. Location and grade of proposed or existing driveways.
- () 11. The dimensions and locations of any existing buildings which are to remain in place on the property, as well as those to be removed, and the locations and capacity of existing wells.
- () 12. Topography shown with sufficient detail for proper study of building site, drainage, sewage disposal and road locations.
- () 13. Approximate lot size (square feet or gross acreage; net acreage if proposed lots are below one acre) and lot dimensions. Lots shall be numbered.
- () 14. Location of all watercourses, seasonal drainages, and canals/irrigation ditches.
- () 15. Any and all environmentally sensitive areas including but not limited to cultural resources identified in your Cultural Resources Inventory, biological resources identified and mapped in your Biological Inventory, i.e. streams, wetlands, riparian areas, areas containing special status species, steep slopes, etc.
- () 16. Delineate pedestrian trails, sidewalks or other pathways that link the site to adjacent properties.
- () 17. Pursuant to Dunsmuir Municipal Code section 16.08.050.C, the subdivider's statement to appear upon or to accompany the tentative map shall contain the following information:
 - ☐ Existing uses of the property;
 - ☐ Proposed uses of the property;

- ☐ A statement of the improvements and public utilities proposed to be made or installed, and of the time at which such improvements are proposed to be completed;
- ☐ Provisions for water supply and sewerage. When individual wells or septic tanks are proposed, a written report from the health officer shall be required;
- ☐ A fire protection plan, and wells proposed for dedication;
- ☐ Public areas proposed, and tree planting plan;
- ☐ Justification and reasons for any exceptions to provisions of this chapter which may be filed with the tentative map;
- ☐ A description of existing zoning, and any rezoning proposed;
- ☐ A preliminary copy of any proposed restrictive covenants.

ACTIVITY AFFIDAVIT OF PREVIOUS LAND DIVISION

1. Have you at any time owned or held any interest whatsoever in any land which included the parcel proposed for subdivision in this application as a part thereof, or which was contiguous to the parcel proposed for the subdivision.

Yes _____ No _____

If "yes", explain and attach copies of the deeds to such property, if available, the Assessor's parcel number, and period of ownership.

2. Have you ever proposed, participated in, or been involved in any manner whatsoever in the subdivision or splitting of a parcel of which the present parcel proposed to be subdivided in this application, was a part or contiguous thereto?

Yes _____ No _____

If so, give the relevant details, including date, parcel map number, and your role in the subdivision.

If you answered yes to either question on this page, check with the Planning Department to determine if a tentative final map, rather than a tentative parcel map, should be processed.

TIMBERLAND CONVERSION CHECKLIST FOR PROPOSED SUBDIVISIONS

PURPOSE: To assist both State and Local Agencies in the determination of whether or not a proposed subdivision of land falls within the scope of Public Resource Code (PRC), Art. 9, Section 4621 (and related regulations in California Code of Regulations, Title 14, Art. 7, Section 1100-1110). That is, whether or not there is to be a conversion of timberland to non-timberland use and whether a Timberland Conversion Certificate should be applied for.

Person to contact for more information:

Name _____

Mailing Address _____

Telephone No.(____) _____ Date _____

YES

NO

- | | | |
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| _____ | _____ | 1. Is the land available for, and capable of, growing a crop of trees of any commercial species used to produce lumber or other forest products (4526 PRC) - Soils information is available from the Soil Conservation Service (SCS). |
| _____ | _____ | 2. Is the proposed subdivision area greater than three (3) acres. |
| _____ | _____ | 3. Are any proposed lot sizes in this project less than three (3) acres. |
| _____ | _____ | 4. Has any of the project area been logged within the past five 5 years (if "No", go to question #6). |
| _____ | _____ | 5. Has a satisfactory report of stocking been filed and approved (4587PRC). |
| _____ | _____ | 6. Is the project current zoning in Timber Preserves Zone (TPZ). |
| _____ | _____ | 7. Will this proposed subdivision result in the cutting or removal of commercial trees. (If "yes", answer question #8). |
| _____ | _____ | 8. Will the forest stocking requirements be met (PRC 4587). |