



City of Temple City

TENTATIVE TRACT MAP AND PARCEL MAP

SUBMITTAL CHECKLIST

ITEMS FOR APPLICATIONS

This checklist will be used by staff to determine if an application contains the appropriate requirements to begin the application process. All items listed below must be included for all applications. Certain types of projects may require additional items, as specified on this checklist and supplemental application forms. If any item(s) identified on this checklist is/are not included with the submittal and full payment has not been tendered, the project will not be accepted for submittal. Issuance of a full payment receipt serves as the "Statement of Application," pursuant to GCS 65940. All applicable fees can be found in the city's most current fee schedule. Prior to submittal, consultation with the Planning Division is required to confirm all necessary submittal items to deem the application materially-complete. This checklist is intended to guide applicants in submitting a complete application. The determination of application completeness will be made in accordance with the Permit Streamlining Act.

Initial Submittal:

- ☐ Fully-executed Master Application
- ☐ Fully-executed *Supplemental Application (Attachment 1)*
- ☐ Fire Flow Availability Form (*Digital File*)
- ☐ Preliminary Title Report (Digital File)
- ☐ Grand Deed or Escrow Title Papers (1 Copy & Digital File)
- ☐ Tentative Map (15 Copies & Digital File)
- ☐ Area Sewer Capacity Study (Digital File)
- ☐ Drainage Concept & Hydrology Study (Digital File)
- ☐ Architectural Drawings - Floor Plans, Site Plan, Landscaping Plan, Elevations (5 Copies & Digital File)
- ☐ Addressing Information – Written preliminary verification of the addresses that will be assigned to each proposed parcel/unit. The preliminary verification of the addresses shall come from the Addressing Coordinator
- ☐ Public Hearing Noticing Package – Prepared in accordance with the *Public Notice Requirements*.
- ☐ Water & Sewer Will Serve Letter (before tentative map approval)

Additional Items that may be required (Consult with Planning Staff about these Requirements)

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| ☐ Initial Traffic Assessment Report | ☐ Parking Study | ☐ Circulation Plans |
| ☐ Photo Simulations | ☐ Three Dimensional Digital Models | |
| ☐ Topographic Map | ☐ Photometric Analysis | |
| ☐ Fully-executed Supplemental Application – Environmental | | |



TENTATIVE TRACT MAP AND PARCEL MAP

SUPPLEMENTAL APPLICATION

FILL IN THE FOLLOWING INFORMATION FOR TENTATIVE TRACT MAP AND PARCEL MAP APPLICATIONS

Findings: (Please answer the following questions. Be as specific as possible, attach sheets if necessary)

- 1. Is the proposed map consistent with applicable general and specific plans?

- 2. Is the design or improvement of the proposed subdivision consistent with applicable general and specific plans?

- 3. Is the site physically suitable for the proposed type of development (topography, dimensions, area)?

- 4. Is the site physically suitable for the proposed density of development?

- 5. Is the design of the subdivision or the proposed improvements likely to cause substantial environmental damage? (Including fish or wildlife or their habitat)

- 6. Is the design of the subdivision or type of improvements likely to cause serious public health problems?

- 7. Will the design of the subdivision or type of improvements conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision?

OTHER PERTINENT INFORMATION: (Be as specific as possible, attach sheets if necessary)
