# TENTATIVE TRACT MAP (RESUBMITTED) SUBMITTAL REQUIREMENTS

## A. ITEMS REQUIRED FOR FILING:

☐ 1. Completed Application Form.

☐ 2. Processing Fee of $5,630.00 + $35.00 per lot.

☐ 3. Public Notice fee of $135.00

☐ 4. Legal publication fee if set for City Council hearing of $85.00 (if appealed)

☐ 5. Scanning fee $47.00

☐ 6. Fish & Wildlife Processing Fees:

- a. County Clerk processing fee of $50.00 to be paid at time of application submittal.
- b. Fish & Wildlife Negative Declaration fee of $2,210.25 (to be determined at PRC); or
- c. Fish & Wildlife EIR fee of $3,070.00 (to be determined at PRC)

☐ 7. Completed Environmental Information Form.

- a. Photographs of site and surrounding area (a minimum of 4 site and 4 surrounding) labeled north, east, south, west and mounted on 8.5”x11” paper.
- b. Environmental Impact Assessment Fee
  $3,395 mitigation fee
  $340 exemption
  “Full Cost” environmental impact report

☐ 8. Twenty (20) full size (24”X36” folded to 8.5”x14”) copies of the map drawn to scale including the following information in a table format:

- a. Lot area for each lot.
- b. Lot width and depth for each lot.
- c. Average lot area.
- d. Total lineal street frontage.

☐ 9. One 8.5”x11” reduction of the map.

☐ 10. Letter from applicant giving essential subdivision information per Corona Municipal Code Section 16.12.060 regarding the following:

- a. Subdivision development plan.
- b. Source, quality and estimate of available quantity of domestic water supply.
- c. Type of street improvements and utilities which the subdivider proposes to install.
- d. Proposed method of sewage disposal.
- e. Proposed storm drains, including grade and size.
- f. Protective covenants to be recorded.

☐ 11. If applicable, letter from the applicant requesting modification(s) per Corona Municipal Code Chapter 16.32. This letter shall include type of modification requested, and reasons for the request. A processing fee of $1110.00 per request is to be submitted with the letter.

☐ 12. Proof of ownership (i.e., latest Grant Deed).
☐ 13. Letter of authorization from the property owner if different than applicant.
☐ 14. Noticing package which includes:
   a. Separate lists of property owners names, addresses and assessors parcel numbers within 500 feet of subject site, prepared and certified by a licensed Title Company, prepared from latest tax roll.
   b. List of property occupants addresses (when owner mailing address is different than property address) and assessor parcel numbers for properties contiguous to the site.
   c. Assessor's maps (reduced to 8.5”x11”) showing the site and indicating the properties listed in the 500 foot radius.
   d. Two sets of gummed mailing labels for 500 foot property owner list and property occupants addresses list (when owner mailing address is different than property address).
☐ 15. Submit one (1) CD containing the following information organized in the following folders:
   a. Application Materials: Including but not limited to a completed application, environmental application, grant deeds, noticing package, letter of authorization, title reports, etc.
   b. Technical/Environmental Studies if applicable.
   c. Plans: Including but not limited to a subdivision maps, site plans, grading plans, utility plans, architectural elevation plans and renderings, floor plans, conceptual landscape plans, sign program, etc. as applicable to the respective application type.

## B. <u>NOTICE TO APPLICANTS:</u>

1. This application will not be accepted for submittal until Development Plan Review and screencheck are completed.
2. Acceptance of application at the counter **does not** represent a complete application. California Government Code Section 65943 provides for 30 days in which the City can review the application and determine completeness. The applicant will be sent a letter during this time period stating the application is complete or that additional items are necessary.
3. It is recommended that applicant, representative or property owner should be present at all hearings.
4. All correspondence and reports will be mailed to the project proponent only.
5. If you have any questions regarding the above, please call the Community Development Department at
   (951) 736-2262.
6. All plans or maps submitted shall be folded to a maximum size of 8 x 14" with the title block visible.

## C. <u>ATTACHMENTS:</u>

1. Items required for Parcel Maps and Tentative Tract Maps.
2. CMC Sections 16.12.060, 16.32.030

***Items to show on Tentative Tract Maps & Parcel Map Submittals***

1. North arrow and scale.
2. Lot lines and dimensions.
3. Vicinity map.
4. Existing and proposed street locations, width, approximate grade, on cul-de-sac bulbs, show both a curb line and a property line dimension for each lot (show all proposed streets by letter until proper name is determined).
5. Typical street cross-sections showing curb, gutter, sidewalk, parkway, dimension to centerline.
6. Approximate site grades (existing and proposed).
7. Legal description.
8. Site and surrounding zoning and land uses.
9. Owner, developer and engineers name, address and phone numbers.
10. List of utilities and the serving agency.
11. Number of subdivision (Tentative Tract Map or Parcel Map Number).
12. DPR or other related project file numbers on the margin.
13. Phasing and number of final maps. If one phase and one final map is planned, please indicate on map.
14. Existing buildings.
15. All easements, existing and proposed and their width.
16. Building setback lines.
17. List of all lot areas, widths and depths as measured by Corona Municipal Code Sections 17.04.390 and 17.04.357. (May be on separate sheet).
18. Street centerline radii.
19. Total site net acreage.
20. Site zoning and general plan.
21. Existing land use.
22. Proposed land use.
23. Pad elevations.
24. Fire hydrant locations.
25. Storm drains.
26. Sewer lines.
27. Water lines.
28. Location of all existing on-site trees and existing street trees.
29. Date of preparation and revisions.
30. Total linear footage of each street.