



INSTRUCTIONS FOR TENTATIVE/VESTING MAPS APPLICATIONS

General Information

A tentative map is required for every subdivision and shall be filed with the Planning Department and prepared in accordance with the provisions of this application and the Subdivision Map Act and Title 17 of the Galt Municipal Code.

When land is designated with a Planned Development (PD) overlay, the applicant, prior to acceptance of a tentative map, shall submit a plan for consideration by the Architectural Review Committee. The application requirements are attached hereto.

Environmental Review

Applications for Tentative and Vesting Maps may be processed only after the environmental review has been completed in accordance with the Galt City Code and the California Environmental Quality Act. The size and scope of the proposed project will determine the extent of information the applicant is required to provide regarding the environmental impacts of the project. The applicant should discuss the proposal with a member of the City Community Development Department.

Information to be Submitted with Application

The following information is required for tentative and vesting maps:

- A. Tentative Parcel Maps: Tentative parcel maps shall be prepared by or under the direction of a registered civil engineer or licensed land surveyor, and shall contain the following information:
- ___ 1. Architectural Review Committee (ARC) approval, if required by zoning.
 - ___ 2. A site sketch indicating the location of the proposed parcel map in relation to the surrounding area.
 - ___ 3. The title, date, north point, scale, and sufficient boundaries to define the proposed land division.
 - ___ 4. The names, addresses, and telephone numbers of the property owner of record, subdividers, and the civil engineer or land surveyor who prepared the map.
 - ___ 5. The location, names, present width and grades of adjacent or abutting streets.
 - ___ 6. Location, names, widths and approximate grades of all streets and rights-of-way in the proposed subdivision, or to be offered for dedication.

- ___ 7. The contour lines having the following intervals:
 - a. One-foot contour interval for ground slope between zero and five percent.
 - b. Five-foot contour interval for ground slope greater than five percent.

- ___ 8. The approximate location of all areas subject to flood hazards and the location, width and direction of flow of all water courses.

- ___ 9. The approximate width and location of all easements for drainage, water supply, sewage and public utilities.

- ___ 10. The approximate dimensions of lots and radii of all curves.

- ___ 11. The location of all existing buildings and structures to remain on the property.

- ___ 12. Detailed information on the proposed sewage disposal system if connection to the City's sewage treatment plant is not proposed.

- ___ 13. All easements of record proposed to be abandoned.

- ___ 14. The location of all railroad rights-of-way and grade crossings; the approximate location of all existing wells, abandoned wells and sumps, including septic systems.

B. Tentative Subdivision Maps: In addition to the foregoing Section A, tentative subdivision maps shall contain the following:

- ___ 1. The locations, width, and names of all existing streets or other public rights-of-way in or adjacent to the tract.

- ___ 2. The approximate location and general description of any trees having a diameter greater than six inches.

- ___ 3. Existing and proposed storm and sanitary sewers, existing gas, water, telephone, cable television and electric underground lines and service laterals, culverts or other underground structures within the boundaries of the tract and immediately adjacent thereto. Pipe sizes, grades, and locations shall be shown.

- ___ 4. Existing buildings shall be accurately located, distances between structures to be retained, and notations of structures to be removed.

- ___ 5. The locations, widths, and approximate grades and elevations of all proposed streets.

- ___ 6. Two copies of a recent Title Report dated within two months of application submittal.

- ___ 7. The location and width of all proposed easements for all utility purpose, PG&E, Pacific Bell, SMUD, cable television, sewers, storm drains and other public utility easements.
 - ___ 8. Size and location of proposed sanitary sewer, storm drain and water main facilities.
 - ___ 9. Proposed names for all streets.
 - ___ 10. Minimum of two streets in each new subdivision shall be named from the Galt Area Historical Society's list of historical names. See attached list.
 - ___ 11. Statement of existing and proposed zoning and the use of the property. A certificate on the map signed by the owners agreeing to the filing of said map and agreeing to comply with the provisions of these subdivision regulations and the State Map Act as they apply to the processing and approval of said map.
 - ___ 12. Proposed fire access points, width, surfacing, etc.
 - ___ 13. Proposed recreational facility location and types of facilities; if required.
 - ___ 14. Preliminary title report required.
 - ___ 15. Soils report required.
- C. Vesting Tentative Maps: A vesting tentative map shall be filed in the same form and have the same contents accompanying data and reports and shall be processed in the same manner as set forth in Section "A", Parcel Maps, and Section "B", Tentative Subdivision Maps, except that the following shall also be provided:
- ___ 1. At the time a vesting tentative map is filed it shall have printed conspicuously on its face the words "Vesting Tentative Map."
 - ___ 2. At the time a vesting tentative map is filed a subdivider shall also supply the following information:
 - ___ a. Height, size, and location of buildings
 - ___ b. Detailed plans for drainage and sanitary facilities and utilities, including alignments and grades thereof
 - ___ c. Precise location and size of all required easements and right-of-ways
 - ___ d. Precise lot size, configurations and area
 - ___ e. Traffic access and detailed street plans
 - ___ f. Detailed grading plans
 - ___ g. Geological studies, including seismic zone designations
 - ___ h. Flood control information, including flood control zone designations
 - ___ i. Architectural plans
 - ___ j. Soil studies
 - ___ k. Any other required materials or information as determined by the Planning Director or City Engineer.

- D. Additional Data: A preliminary soils investigation and report by a registered civil engineer specializing in soils engineering may be required for all tentative maps. If the subdivision is within a special studies zone established by the State of California, a geological report prepared by a registered geologist or a registered engineering geologist complying with the requirements of the Alquist-Priolo Act shall be submitted. The City Engineer and the Community Development Director may require other information in order to evaluate the map for conformance with City policies, including the adopted General Plan. A legal description of the property to be subdivided shall also be submitted.
- E. Preparation and Form: The scale of the map shall be between 1" = 100'. If necessary, to provide the proper scale, more than one sheet may be used, but the relation of the several sheets must be clearly shown on each sheet. No sheet shall exceed 24" in width and 36" in length.

Five (5) full-size (24" x 30" minimum) and 20 11"x17" copies of the map shall accompany all applications **folded to 8 ½" x 11"**, also an electronic version of all plans and documents in Microsoft Word, PDF or TIF format, as applicable (CD) in addition, one (1) 8 ½" x 11" Mylar or plastic reduction of all sheets. The tentative map shall not be considered as being filed unless and until it complies with all provisions of this application and other data required to accompany the tentative map.

- F. Submit copy of any proposed or existing conditions, restrictive reservations, or covenants existing or proposed.
- G. California Government Code Section 65300 et seq. requires local zoning ordinances to be consistent with a jurisdiction's adopted General Plan. City approval of your application must be supported by findings of consistency with the General Plan.
- H. Before submitting an application, applicant is requested to discuss with staff all questions about application requirements, City procedures, consistency with the General Plan, and the provisions of existing and requested land uses.

NOTE: Submittal of an application does **NOT** imply application acceptance. The staff will review the application materials which will be deemed complete and accepted **ONLY** if all required items have been included.