



# Subdivision – Tentative Map Checklist

**TENTATIVE MAP REQUIREMENTS.** Submit electronic copies of maps. Provide three hard copies of large scale plans.

A Tentative Map must be prepared by a qualified professional, be clearly and legibly drawn, and contain the following information at the minimum:

- Project name, including the subdivision name and type
- Name, address, phone and email address for the Applicant, the Legal Owner, and the Agent (if there is one)
- Date, north arrow, scale, contour interval, vicinity map
- Existing and proposed land use
- Existing topography to 50 feet beyond the boundary (contour lines)
- Location and size of any existing structures
- Identification of any building(s) to be removed
- Name, location, width, and grade of any existing streets
- Location, width, and identity of all easements on record
- Location of sewer, water, storm drains, telephone, power, gas, and cable television facilities
- Existing water courses and water bodies
- Approximate location of all areas subject to inundation or stormwater overflow (100 year floodplain)
- All proposed improvements
- Lot layout, dimensions, and areas of all proposed lots
- Location, width, and purpose of all proposed easements
- Name and Assessor's parcel numbers of all contiguous property owners