



TENTATIVE TRACT MAPS

Purpose: A tentative tract map is reviewed to insure the subdivision is consistent with the General Plan, zoning, the Fremont Subdivision Ordinance, and the California Subdivision Map Act.

Code Reference: California Government Code, beginning with Section 66410; Fremont Municipal Code Title 17 (Subdivisions) and Title 18 (Zoning).

<p>I understand that my plan review may be delayed if required materials are missing from the submittal package.</p>	
<p>_____</p> <p>Project Applicant</p>	<p>_____</p> <p>Date</p>

Submittal Requirements:

- 1. A completed application form including:

Part I: Project information and the current property owner(s) signature authorizing the project proposal.

Part II Reimbursement Agreement with signature of the billing party acknowledging responsibility for charges.

Part III: A list of all consultants proposed to be involved with the project, or a statement that none are proposed to be involved.

Part IV: A statement signed by the applicant indicating whether the project site is found on the Hazardous Waste and Substances Sites List pursuant to California Government Code Section 65962.5.

Part V: Affordable Housing Plan Proposal for all residential projects resulting in two or more net new units or lots.

Part V: Development Statistics

- 2. Thirty-eight (38) copies of a project statement, which describes how the proposed subdivision conforms to the general plan, zoning, and the subdivision ordinance.
- 3. Tentative map and plans that include all “Information Required On Tentative Tract Maps” (see attached list). Tentative maps shall be prepared and acknowledged by a registered civil engineer or licensed land surveyor.

The number of maps required with the initial application are:

- a. Eleven (11) sets of full-sized plans (sheet size no larger than 30"x42"), collated and folded to a size NO LARGER THAN 8" x 13".
- b. Twenty-seven (27) sets of plans reduced to 11" x 17", collated and folded to 8-1/2" x 11".
If the project requires multiple application types, only submit the quantity of plans required by the type requesting the greatest number of sets.

4. Environmental Impact Assessment Questionnaire.
5. Two copies of a current preliminary title report, including copies of any easements, agreements, or other exceptions to the property title.
6. Two copies of a proposed street names list. Street names should be consistent, concise, and follow an overall development theme. See www.fremont.gov/597/street-naming-guidelines.
7. Two Complete copies of the Impervious Surface Form (www.fremont.gov/ISF).
8. Two copies of a preliminary soils report based upon adequate test borings. If the project site is wholly or partially within a regulatory hazard zone (earthquake faulting, liquefaction, or landslide), provide five copies of the project geologic hazard report.

Incomplete Applications: An application is considered to be incomplete if any of the items checked on this information sheet have not been included. Processing of the application will be delayed until the submittal is determined to be complete.

Hearing Notification: The City will notify all property owners, as well as business and residential tenants within the appropriate radius of your project site. Most projects require a 300-foot radius, while some require 1,000-foot based on the sensitivity of the project and the level of community input anticipated or required. Additionally, at the appropriate time, you will be directed to install a Courtesy Notice sign by your project planner.

As with all other costs, you will be billed for staff time to research, create and label the required postcards. If the public hearing is delayed for an extended period of time after notices for your project have been mailed, you will be charged the cost to re-mail postcards.

Schedule Time Line: Tentative tract maps are approved or denied by the Planning Commission within 50 days of a submittal being deemed complete and the completion of environmental review documents, such as a determination of exemption or the preparation and required postings/comment period for a Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report.

Appeals of Planning Commission Action: Appeals of Planning Commission action are considered by the City Council. Appeals to the City Council must be submitted in writing to the City Clerk within 10 calendar days of the Planning Commission action. Please consult the Appeals Application available at www.fremont.gov/permit for further information.

Development Impact Fees: Projects involving new construction are subject to development impact fees. Fees are assessed and collected prior to issuance of building permits. For further information on fees, please refer to the Master Fee Schedule available in the Development Services Center or online at: www.fremont.gov/Finance.

Fees: The minimum deposit is \$_____ and is due at the time of submittal. The actual charge will be based on staff time required to process the application. Progress billings will be invoiced during the review of the project if charges exceed the minimum deposit. A refund will be invoiced at the completion of the project review if excess funds have been paid.

Requirements described on this sheet are subject to change. If you need additional information or clarification regarding your submittal please contact the staff person who furnished you this sheet for further assistance.

Information sheet furnished by: _____ Phone: (510) 494-_____

for proposal: _____

_____ Date: _____



INFORMATION REQUIRED ON TENTATIVE TRACT MAPS

The following information shall be shown, or designated by appropriate notations, on the tentative map:

- (1) The tract number, obtained from the Alameda County Recorder (510-272-6362). The tract number shall constitute the official designation of the map and shall be different from any existing subdivision previously recorded in the County of Alameda. Any subdivision may be designated with a tract name. Such tract name shall not duplicate or nearly duplicate the name of any other tract in the city.
- (2) A vicinity map at a scale of one thousand feet to the inch shall be drawn on or shall accompany the tentative map. It shall show all streets within one-half mile of the subdivision.
- (3) The name and address of the record owner(s), of the subdivider, and of the civil engineer or land surveyor preparing the tentative map. Each sheet in the tentative map set shall include the engineer's or surveyor's name and license number.
- (4) The date, north point, and a written and graphic scale.
- (5) Dimensioned boundaries of the proposed subdivision.
- (6) The locations, names, and existing widths of adjacent streets, highways and ways.
- (7) The names and numbers of adjacent tracts and owner names of adjacent unplatted land.
- (8) Elevation contours at one-foot intervals for ground slopes between level and five percent and at five-foot intervals ground slopes over five percent. Elevations shall be based upon City of Fremont bench marks.
- (9) The approximate boundaries of areas subject to inundation or storm water overflows, and the location, width, and direction of flow of all watercourses. The flood zone designation, panel number, and outline of the floodplain (if applicable), as determined from the current FEMA National Flood Insurance Program, Flood Insurance Rate Map.
- (10) The existing uses of the property and, to scale, the outline of existing buildings and their locations in relation to existing or proposed street and lot lines and existing buildings on adjacent properties within fifty feet of the property proposed for development.
- (11) A statement of the general plan land use designations, including residential density, where applicable, and the present zoning and proposed use or uses of the property, as well as proposed zoning changes, whether immediate or future.
- (12) Areas proposed for offer or dedication to the public (if any).

- (13) The location of historical sites or landmark or primary historic resource trees, as identified by council-adopted resolutions or in the general plan.
- (14) The location, species, size, and base elevation of all trees with six-inch or larger trunk DBH (trunk diameter at 4.5 feet above ground level), within the subdivision boundary.
- (15) The approximate widths, locations, and uses of all existing or proposed easements within the subdivision, including easements for drainage, sewerage, and public utilities. The location of any access restrictions and/or any existing waiver of access rights.
- (16) The approximate radius of each curve.
- (17) The approximate lot layout and dimensions of each lot and street within the subdivision.
- (18) The estimated area (in square feet or acres) of each lot.
- (19) A statement of the water source.
- (20) All existing fire hydrant locations within three hundred feet of the subdivision.
- (21) A statement of provisions for sewerage and sewage disposal.
- (22) Major storm drain facilities.
- (23) The locations, names, widths, approximate proposed grades and gradients, and a typical cross-section of all streets, trails, and access easements. Typical cross-sections shall be dimensioned and include: pavement, curbs, gutters, sidewalks, and proposed locations of underground utilities. Utility clearances shall be dimensioned on the cross section.
- (24) For a subdivision that includes private streets or non-standard public streets, provide a separate preliminary master utility plan, which shows proposed joint trench (electrical, gas, communication) and utility mains (sewer, storm, water) including pipe sizes and utility separation distances.
- (25) A statement as to the gross acreage within the boundaries of the tract and the number of dwelling units as expressed in dwelling units per net acre.
- (26) Preliminary Stormwater Management Plan (<http://fremont.gov/SWMP>) showing proposed treatment measures if the project meets one or more of the following:
 - a. Project creates or replaces more than 5,000 square feet of impervious surfaces and is a restaurant, stand along parking lot, retail gas outlet, or an automotive facility; or
 - b. Project creates or replaces more than 10,000 square feet of impervious surfaces.
- (27) A preliminary storm water treatment plan including details of treatment measures and preliminary calculations, which demonstrates conformance to the National Pollution Discharge Elimination System (NPDES) permit and conformance with City of Fremont Design Criteria.

- (28) Preliminary grading and drainage design, including estimated grading quantities. NOTE: For residential subdivisions with total grading (combined cut and fill) in excess of 10,000 cubic yards, a Preliminary Grading Plan application shall be filed concurrently with the tentative map.