



CITY OF PALOS VERDES ESTATES REQUEST FOR TENTATIVE PARCEL MAP

Per the Palos Verdes Estates Municipal Code Chapter 16.16.090, all lots must conform to the following design standards:

- A. Lot areas shall be such as will conform to the standards of development as defined by the zoning ordinance or other official plans adopted pursuant to law.
- B. Lots having no frontage on a public street shall be cause for disapproval of subdivisions.
- C. The width of lots shall be such as will conform to standards of development as defined by the zoning ordinance or other official plans adopted pursuant to law; provided, that the minimum width of lots shall be one hundred feet; and provided further, that odd-shaped lots shall be subject to individual determination by the city. No lot shall be less than fifteen thousand square feet.
- D. No lot shall be divided by a county, city, school district or other taxing boundary line.
- E. The side lines of lots shall be approximately at right angles to the street line on straight streets or be radial to the curve on curved streets.
- F. Double-frontage lots should be avoided.
- G. Corner lots shall have a width sufficient to permit adequate side yards. (Ord. 156 § 9, 1956)

Per the Palos Verdes Estates Municipal Code Chapter 16.08.030, all tentative maps must include the following information:

- A. Tract number, name or designation.
- B. Name and address of the owner whose property is proposed to be subdivided, and the name and address of the subdivider.
- C. Name and address of registered civil engineer, licensed surveyor, or other person who prepared the map.
- D. North point.
- E. Scale.
- F. Date of preparation.
- G. Boundary lines.
- H. The location, width, proposed names and approximate grades of all streets within the boundaries of the proposed subdivision. Profiles may be required where topography may be a problem.

- I. Name, location and width of adjacent streets.
- J. Location and width of alleys.
- K. Lot lines and approximate dimensions and numbers of each lot.
- L. Location and width of areas subject to inundation from floods, or location of structures, and other permanent physical features;
- M. Description of the exterior boundaries of the subdivision;
- N. Location and width of all existing or proposed public or private easements;
- O. Classification of lots as to proposed residential, commercial, industrial or other uses;
- P. Elevation of sewers at proposed connection, if sewers exist;
- Q. Approximate radii of curves;
- R. Contours shall be shown drawn to intervals prescribed by the city engineer;
- S. A map of the area in which the proposed subdivision is located outlining the proposed subdivision on that map, and showing lot size and layout of existing lots within said area. (Ord. 667 § 2 (part), 2006)

The following items are required to submit for a Tentative Parcel Map:

- Completed Tentative Parcel Map application
- If there are existing structures at the site, provide completed lot coverage sheets for each proposed site.
- A copy of the latest recorded grant deed is required if ownership has recently changed.
- If the record owner of the project site is not a private individual, Articles of Incorporation or proof of authorization is required to sign as record owner.
- Provide two (2) copies of the Tentative Parcel Map.
- Provide two (2) copies of the latest Assessor's Map with the entire project site highlighted.
- Provide a minimum of four (4) different printed color photos of the project site. No aerial photos.
- Provide an affidavit of easements.
- Provide a notarized disclosure affidavit.
- Provide completed ownership and consent affidavit.
- Provide \$4,000 deposit fee. Additional fees may be required. You will be notified of this condition.
- Additional fees and materials may be required for the processing of the project.

TENTATIVE PARCEL MAP APPLICATION

Assessor's Parcel Number: _____

Property Address(es): _____

Describe the proposed land division: _____

Property
Owner(s): _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Applicant/Agent: _____

Address: _____

Phone: _____ Fax: _____

Email: _____


Staff Use Only

Date: _____ Misc. Receipt #: _____ Fee Paid: _____

Application Number: _____

Zone: _____ Land Use: _____

Project Approved/Disapproved by: _____ Date: _____



City of Palos Verdes Estates Request for Preparation of Mailing Matrix for Planning Application

Fee Paid: _____ MR #: _____ Date: _____

Applicant: _____

Application No.: _____

Project Address: _____

APN (required for vacant lots): _____

Once you have submitted this request for preparation of a mailing matrix, City staff will prepare the pertinent documents, according to City standards and provide a copy for you.

How do you wish to be notified when the mailing matrix is ready?

Call me and I will pick it up. Phone: _____

Contact name: _____

Mail it to me. Phone: _____

Name and Address: _____

Fax it to me. I will be responsible for printing it on labels.

Fax: _____ Phone: _____

Contact name: _____

For Staff Use Only

Mailing matrix prepared

Date: _____ Staff initials: _____

Applicant contacted/ package mailed

Date: _____ Staff initials: _____