

CITY OF CYPRESS

5275 Orange Avenue
Cypress, California 90630

APPLICATION REQUIREMENTS FOR TENTATIVE TRACT MAP

TENTATIVE TRACT MAP PREPARATION

1. Tentative maps shall be prepared by or under the direction of a registered Civil Engineer or a licensed land surveyor.
2. Each tentative map shall clearly show the details of the plan thereon. Whenever practicable, map sheets should be no less than 18" x 26". In no case shall the scale be less than one inch (1") to one hundred feet (100').
3. The Community Development Director, prior to accepting an application for any tentative map approval, shall determine the type of environmental impact statement to be required.
4. Tentative tract maps shall be prepared in accordance with the State of California Subdivision Map Act.

REQUIREMENTS

The attached completed application shall be accompanied by the following:

1. A filing fee of \$1,500.00 and \$35.00 per lot payable to the City of Cypress.
2. Ten (10) full-size copies and one (1) 11" x 17" reduced copy of the tentative map clearly indicating the following information:
 - a. Tract number assigned by the County Surveyor.
 - b. The name, address, and phone number of the owner or owners whose property is proposed to be subdivided; and the name, address, and phone number of the registered civil engineer, licensed surveyor, architect or other person who prepared the map.
 - c. North point, scale, and date of preparation of the tentative map.
 - d. Boundary lines.
 - e. The locations, width, approximate grade, center line radii, and proposed names of all streets within the boundaries of proposed subdivision, and the location and width of proposed alleys and/or public service easements.
 - f. Name, location and width of each adjacent street.
 - g. Lot number, lot lines and dimensions of each lot, and drainage direction of each lot.
 - h. Approximate location and width of watercourses or areas subject to inundation from floods, and the location of structures, irrigation ditches, railroads and other permanent physical features.
 - i. Description of the exterior boundaries of the subdivision or legal description of the property comprising the subdivisions.
 - j. Width and location of all existing or proposed public or private easements.
 - k. Classification of lots as to intended residential, commercial, industrial or other uses.
 - l. Proposed location, direction of flow, and disposal point for storm drains and appurtenant structures.

- m. Proposed location, size, direction of flow, and disposal point for sanitary facilities.
 - n. Contours, street profile and cross sections, together with the location of all cut and fill slopes or a separate tentative grading plan, if necessary in the opinion of the Director of Public Works.
3. A 300-foot radius map containing all property owners within 300 feet of the exterior boundaries of the subject property.
 4. **Two (2) sets** of gummed mailing labels, plus **two (2) copies** containing the names and addresses of all property owners whose property abuts the proposed tract map.
 - f. Environmental assessment fee. (City staff will prepare all necessary State required documents as a courtesy to the applicant.)

Exempt	\$50.00
Negative Declaration	\$150.00
Mitigated Negative Declaration	\$250.00

5. If the project is approved, a Notice of Determination for environmental impact is filed with the County Clerk along with your check made payable to the **County Clerk-Recorder** in the amount of \$1,250.00 for when a Negative Declaration will be filed or \$850.00 for when an Environmental Impact Report was prepared and certified for Fish and Game Fees. If a Notice of Categorical Exemption or Certificate of Fee Exemption (de minimis impact finding on a Negative Declaration or Environmental Impact Report) is filed, the Fish and Game Fees are \$43.00. A 15-day appeal period commences for the project, during which time the applicant must return a signed Agreement to Conditions of the Tentative Tract Map as imposed by the City Council.

SUPPLEMENTAL INFORMATION

The tentative map shall show thereon or be accompanied by reports and written statements from the subdivider giving essential information regarding the following matters:

1. Source of water supply.
2. Type of street improvement and utilities which the subdivider proposes to install.
3. Protective covenants to be recorded.
4. Such other information as may be deemed necessary by the Public Works Director or Community Development Director.

CITY OF CYPRESS
5275 Orange Avenue
Cypress, California 90630
(714) 229-6720

TENTATIVE TRACT MAP APPLICATION

Applicant's Name _____

Address _____

Phone Number (____) _____ - _____

Property Owner(s) Name _____

Address _____

Phone Number (____) _____ - _____

It is hereby requested that the City Council of the City of Cypress approve Tentative Tract Map No. _____ allowing the division of _____ parcel(s) into _____ parcel(s).

The property is located at _____

Legal Description:

Name of Licensed Surveyor or Registered Engineer who prepared the Tentative Tract Map:

Name _____ License/Reg. No. _____

Address _____

Phone Number (____) _____ - _____

I (we) hereby state, under penalty of perjury, that I (we) am (are) the owner(s) of the property(ies) involved and consent to the filing of this Tentative Tract Map. Furthermore, I (we) hereby certify that the foregoing statements, maps, drawings, plans and specifications attached hereto are true and correct and further agree to any division of land permitted in reliance thereon being null and void in the event the data submitted is not true and correct.

Date _____ Owner's Signature _____

Mailing Address _____

Date _____ Owner's Signature _____

Mailing Address _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public _____

Received by: _____ Date: _____

File No. _____

CITY OF CYPRESS

LIST OF CERTIFIED PROPERTY OWNERS

AFFIDAVIT

STATE OF CALIFORNIA)

) SS

COUNTY OF ORANGE)

I, _____ hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described and for a distance of three hundred feet (300') from the exterior boundaries of property legally described as: (If this Legal Description will be incomplete, attach two copies of Metes and Bounds).

DATE (Signed) _____

Subscribed and sworn to before me this _____ day of _____, 20 ____

NOTARY PUBLIC

PL-27
Revised 1/01



City of Cypress Checklist for Development Planning Priority Project Categorization

Project Name: _____
 Project Location: _____
 Project Description: _____

Part A. Planning Priority Projects Subject to WQMP:	YES	NO
1. Home subdivisions of ten or more housing units. [Subject to Numerical Design Criteria]		
2. Commercial/Industrial buildings over 100,000 square feet in area, including parking areas.		
3. Automotive repair shops, gas stations, auto body shops, or auto parts stores (NAICS codes 8111, 4471, 4413).		
4. Restaurants over 5,000 square feet, including parking areas (NAICS codes 722110 or 722211).		
5. Hillside developments on a least 10,000 square feet, which are located on areas with known erosive soil conditions or where natural slopes is 25% or more (highly unlikely in Cypress)		
6. Additions of impervious surface of at least 2,500 square feet located within, directly adjacent to (within 200 feet), or discharging directly to receiving water within Environmentally Sensitive Areas (ESAs). (No ESAs have been identified in the City of Cypress).		
7. Additions of a parking lot of at least 5,000 sq.ft. or with 15 or more parking spaces, and potentially exposed to urban runoff.		
8. Redevelopment projects in subject categories that meet Redevelopment thresholds. [Subject to Numerical Design Criteria]		
9. Addition of 5,000 or more square feet of impervious surface on al already developed site.		

If all answers to Part A are NO, continue to Part B.

Part B. Non-Priority Projects - Subject to Site Specific Mitigation:	YES	NO
10. Vehicle or equipment fueling areas		
11. Vehicle or equipment maintenance areas, including washing or repair		
12. Commercial or industrial waste handling or storage		
13. Outdoor handling or storage of hazardous materials		
14. Outdoor manufacturing areas		
15. Outdoor food handling areas or processing		
16. Outdoor animal care, confinement, or slaughter		
17. Outdoor horticulture activities		

If all answers to Part B are NO, continue to Part C.

Part C. Project is Greater Than One Acre:	YES	NO
1. Project is Greater Than One Acre		

- Planning Priority Project** If any question in Part A and/or Part B is answered “YES”, the project is a planning priority project subject to the Development Planning Program of the LIP and will require post development storm water quality mitigation, either WQMP or site-specific.
- Planning Exempt Project** If every question in Part A, Part B and Part C is answered “No”, project is exempt from the Development Planning program but must still submit the “Owner’s Certification of Compliance with Minimum Requirements” and comply with construction requirements.
- One Acre or Greater Project** If the project is one acre or greater, the project is subject to the General Construction Permit, requiring a NOI, SWPPP and “Owner’s Certification of Compliance.”

DEFINITIONS

“Best Management Practice (BMP)” means methods, measures, or practices designed and selected to reduce or eliminate the discharge of pollutants to surface waters from point and nonpoint source discharges including storm water. BMPs include structural and non structural controls, and operation and maintenance procedures, which can be applied before, during, and/or after pollution producing activities.

“Hillside” means property located in an area with known erosive soil conditions, where the development contemplates grading on any natural slope that is twenty-five percent (25%) or greater.

“Numerical Design Criteria”

A. Mitigate (infiltrate or treat) storm water runoff volume from either:

- 1) The 85th percentile 24-hour runoff event determined as the maximized capture storm water volume for the area, from the formula recommended in Urban Runoff Quality Management, WEF Manual of Practice No. 23/ASCE Manual of Practice No. 87, (1998); or
- 2) The volume of annual runoff based on unit basin storage water quality volume, to achieve 80 percent or more volume treatment by the method recommended in California Storm water Best Management Practices Handbook – Industrial/Commercial, (2003); or
- 3) The volume of runoff produced from a 0.75 inch storm event, prior to its discharge to a storm water conveyance system; or
- 4) The volume of runoff produced from a historical-record based reference 24-hour rainfall criterion for “treatment” (0.75 inch average for the Los Angeles County area) that achieves approximately the same reduction in pollutant loads achieved by the 85th percentile 24-hour runoff event

OR

B. Mitigate (infiltrate or treat) storm water runoff flows from either:

- 1) The flow of runoff produced from a rain event equal to at least 0.2 inches per hour intensity; or
- 2) The flow of runoff produced from a rain event equal to at least two times the 85th percentile hourly rainfall intensity for Los Angeles County; or
- 3) The flow of runoff produced from a rain event that will result in treatment of the same portion of runoff as treated using volumetric standards above

Redevelopment” means (a) land-disturbing activity that results in the creation, addition, or replacement of 5,000 square feet or more of impervious surface area on an already developed site. Where Redevelopment results in an alteration to **more than 50%** of impervious surfaces of a previously existing development, and the existing development was not subject to post development storm water quality control requirements, the entire project must be mitigated. Where Redevelopment results in an alteration to **less than 50%** of impervious surfaces of a previously existing development, and the existing development was not subject to post development storm water quality control requirements, the alteration must be mitigated, but not the entire development (b) Redevelopment does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety (c) Existing single-family structures are exempt from Redevelopment requirements.