

MOUNTAIN HOUSE SUBDIVISION APPLICATION: MAJOR AND MINOR

SAN JOAQUIN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT 1810 EAST HAZELTON AVENUE, STOCKTON, CA 95205 TELEPHONE: (209) 468-3120

BUSINESS HOURS: 8:00 a.m. to 5:00 p.m.

Instructions/Checklist

(Monday through Friday) APPLICATION PROCESSING STEPS CHECK WITH STAFF - Development Services Staff will explain the requirements and procedures to you. For a proposed major subdivision, a Preapplication conference is usually required or recommended. Check with staff to see if a Preapplication STEP 1 conference will be required prior to submittal of a full application. SUBMIT YOUR APPLICATION - When you apply, submit all of the following: STEP 2 FEE The staff will let you know the current cost of filing an application. Make checks payable to the San Joaquin County Treasurer. INFORMATION FORMS Two (2) copies of the completed application information forms (Major & Minor Subdivision Application [MH], attached) which all owners must sign. TITLE REPORT Two (2) copies of a Preliminary Title Report of the property. Title Reports can be no more than six (6) **TENTATIVE MAP** Ten (10) copies of a folded Tentative Map (see attached) with Required Information (see below) and two (2) copies of the tentative map reduced to 81/2" x 11" or 11" x 17". Submit also an AutoCAD file of the tentative map. (The AutoCAD file shall be a dxf file, in State Plane Coordinate System Zone 3, NAD 83 datum, with feet as units. A Word document describing each layer shall also be submitted with the AutoCAD file.) If your project requires connection to public facilities, you must submit a "will-serve" letter from the Mountain House Community Service District (MHCSD) and other appropriate water, sewer or drainage entities at the time of filing. This letter must include a statement from the agencies that they will serve the proposed development, and have, or will have, the capacity to provide such service. WILL SERVE LETTERS DEVELOPMENT AGREEMENT ACKNOWLEDGEMENT If a Development Agreement has been executed for the subject area, a letter acknowledging completion of all required plans and programs as specified in said Development Agreement is required PLEP FORM Two (2) copies of a completed Public Land Equity Program (PLEP) form attached. **HAZARDOUS** A copy of a completed hazardous materials disclosure form attached. MATERIALS FORM REQUIRED INFORMATION If the proposed project has been part of a prior application, you may reference any relevant reports/information included with that application in order to satisfy the following requirements. **REPORTS** Submittal of individual reports may be waived by the Director if determined inapplicable to project. SOILS REPORT Two (2) copies of a Preliminary Soils Report prepared by a State registered civil or geotechnical engineer. This requirement may be waived by the Building Official based on specified findings. **GEOTECHNICAL** Two (2) copies of a Preliminary Geotechnical Report prepared by a State registered Geotechnical engineer or State registered geologist. This requirement may be waived by the Building Official if he has enough soils data for that area. (If the Preliminary Geotechnical Report indicates the presence of REPORT geological hazards, a geotechnical investigation with findings shall be conducted.) SURFACE AND Two (2) copies of a Surface and Subsurface Contamination Report prepared by a qualified SUBSURFACE CONTAMINATION environmental professional. This report may be waived by the Environmental Health Division based on specified findings. REPORT CULTURAL RESOURCES REPORT Two (2) copies of a Cultural Resources Report specifying the method of preserving significant architectural and/or historic cultural resources within the boundaries of the proposed subdivision. FARM IRRIGATION DRAINAGE REPORT Two (2) copies of a Farm Irrigation Drainage Report consisting of a map of existing farm drains that traverse the proposed subdivision, identified by type, location and function; an analysis of the impacts of the proposed subdivision on the existing farm irrigation drainage system; a determination of the planned dispossession of the system, including the abandonment of specific pipes and drains; a determination of whether the farm irrigation drainage system could be integrated into the storm system for the proposed subdivision; and an estimate of the costs associated with reconstructing or rerouting irrigation waters caused by the proposed subdivision. Two (2) copies of a Canal Report, evaluating the safety of open canals within one half (½) mile of the boundaries of the proposed subdivision, and specifying the means to be taken to reduce the attractive nuisance of such canals to the future residents of the proposed subdivision. CANAL REPORT TREE SURVEY Two (2) copies of a Tree Survey, specifying the location, species, and condition of all mature trees within the proposed subdivision. NESTING SITE SURVEY Two (2) copies of a Nesting Site Survey, consisting of a survey conducted by a qualified biologist of occupied raptor nests in trees and of burrowing owl nesting sites within the boundaries of the proposed SPECIAL STATUS SPECIES SURVEY Two (2) copies of a Special Status Species Survey, consisting of a survey conducted by a qualified biologist of special status species within the boundaries of the proposed subdivision NOISE STUDY Two (2) copies of a Noise Study, conducted pursuant to the Mountain House Development Title, consisting of an assessment of existing and proposed noise contours, and proposed measures to control noise. **ENVIRONMENTAL** Two (2) copies of an Environmental Hazards Site Assessment Report, with recommendations contained SITE ASSESSMENT therein.

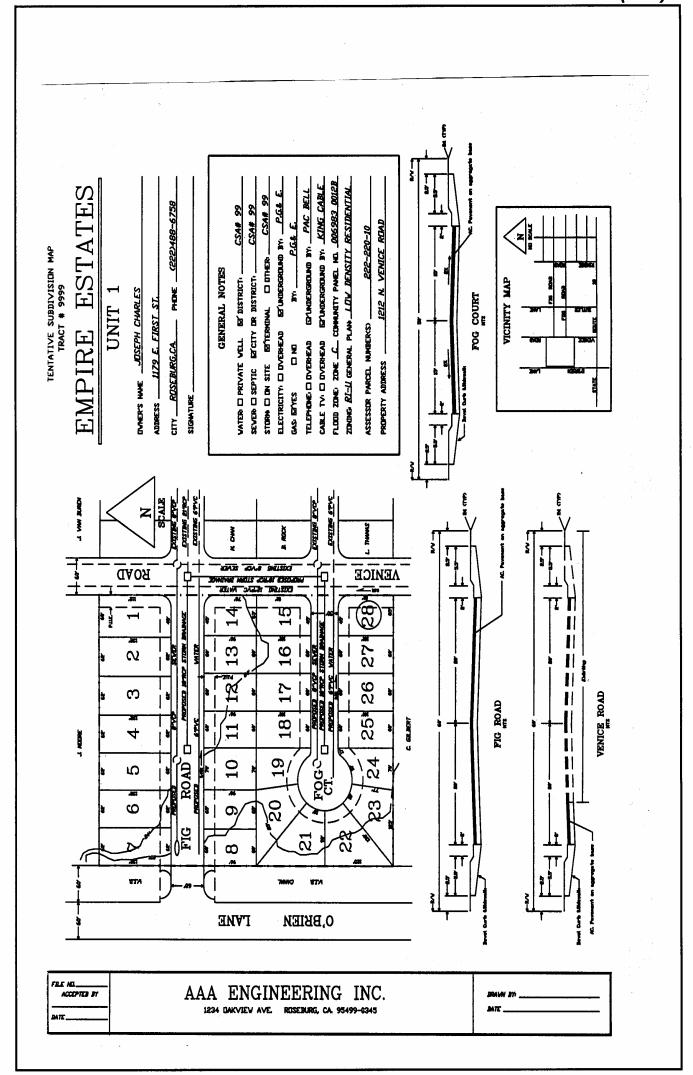
ATTACHM	ENTS/MAPS	SUBMIT TWO (2) LARGE (TENTATIVE MAP SIZE) COPIES AND TWO (2) 11"X17" COPIES OF ALL ATTACHMENTS AND PLANS LISTED BELOW. SUBMIT ALSO, AN AUTOCAD FILE OF EACH ATTACHMENT. (The AutoCAD file shall be a dxf file, in State Plane Coordinate System Zone 3, NAD 83 datum, with feet as units. A Word document describing each layer shall also be submitted with the AutoCAD file.)					
	CIRCULATION AND ROADWAY IMPROVEMENTS	Circulation and Roadway Improvement Plan, shall include plan maps, elevations and typical sections for streets, alleys, bicycle paths/lanes, pedestrian sidewalks/paths, and transit improvements.					
	STREET LIGHTING	Street Lighting Plan, showing the location of electroliers and traffic signals with lights mounted on top.					
	FENCING AND EDGE TREATMENT	Fencing and Edge Treatment Plan, including elevations, showing community walls, community edge treatments, and community edge buffers.					
	SOUNDWALL	Soundwall Plan, including elevations.					
	STREET LANDSCAPING	Street Landscaping Plan, including elevations, showing neighborhood and community entries and implementation of the MHCSD Roadway Landscaping Plan.					
	PEDESTRIAN, BICYCLE, AND TRANSIT CONNECTIONS	Pedestrian, Bicycle, and Transit Connection Plan, showing the location of sidewalks, and pedestrian connections, bicycle paths (by type of path), bus routes and transit stops.					
	SECOND UNIT DWELLINGS	Second Unit Dwelling Plan, showing the location of all required second unit dwellings on a lot by lot basis, in accordance with Mountain House Development Title Section 9-830.5M.					
	OPEN SPACE, RECREATION, AND TRAILS	Open Space, Recreation, and Trails Plan, including illustrated plans for facilities to be developed as part of the proposed subdivision.					
	SENSITIVE HABITATS MAP	Sensitive Habitats Map, showing sensitive habitats, waterways, wetlands, and riparian areas.					
	CONCEPTUAL SITE DESIGN	Conceptual Site Design Plan, showing sidewalks, driveways, pathways, off-street parking, building footprints, setbacks, building coverage, landscaping, and internal circulation for each specific land use type.					
	NEIGHBORHOOD CENTERS	Neighborhood Center Special Purpose Plan, if applicable, with illustrative drawings and map of the Neighborhood Center showing land use and building types (including childcare centers), sidewalks, driveways, pathways, internal circulation, off-street parking, building footprints, setbacks, building coverage, landscaping, recreational uses, activity areas, and transit stops; and including related documents, such as a School Facilities Plan, Neighborhood Park Plan, and Joint Powers Agreement for joint use of school and park facilities.					
	FUEL LINE & PIPELINE RELOCATION	Pipeline Relocation Plan, if applicable.					
PROJECT	DESCRIPTION	A project description shall be submitted with the Application. The project description shall provide sufficiently detailed information, as identified on the application form, to provide for comprehensive consistency findings with the Master Plan, Specific Plan, Development Title, EIR Mitigations and Monitoring Program, and any applicable Special Purpose Plans or MHCSD plans.					
	PROPOSED LAND USE	Information concerning acreage by land use district, and the number and density of housing units by land use type, lot area by lot number, and total number of lots.					
	CONSISTENCY	Description of how the proposed subdivision implements, or is consistent with, all plans and agreements relevant to it, including documentation of compliance; and identification/documentation of any proposed amendments to standard plans.					
	INFRASTRUCTURE COMPLIANCE	Documentation concerning compliance with all required MHCSD required studies, plans, and actions relative to the provision of community facilities and services (i.e., schools, parks, fire, police, libraries), and public infrastructure, including phasing and financing components.					
	MITIGATION MEASURES	Identification of all relevant, previously adopted mitigation measures, and conditions of approval from associated preliminary maps (including fees), and how the proposed subdivision implements or is consistent with them.					
	HOUSING TYPES AND DESIGN DIVERSITY COMPLIANCE	Description of how the housing types and the design diversity for proposed subdivision demonstrate compliance with Master Plan diversity requirements for type and cost of housing; how housing cost/affordability within the proposed subdivision compares with the projected income of Mountain House employees by income group according to Table 3.9 of the Master Plan; and how the phasing and development of the proposed subdivision will attain jobs/housing balance goals and standards over time.					
	DESIGN THEME	Description of the neighborhood design theme and architectural styles.					
	TRAFFIC/ CIRCULATION IMPROVEMENTS	Description of the phasing and financing of on-site and off-site traffic/circulation improvements and transit, and identification of Transportation Demand Management (TDM) programs included within the proposed subdivision and construction Truck Management Plan programs.					
	ADJACENT AGRICULTURAL OPERATIONS	Description of adjacent agricultural operations and proposed protection measures.					
	ENERGY EFFICIENCY	Description of measures taken to achieve energy efficiency within the proposed subdivision, including measures taken to achieve solar access.					
	COMMUNITY EDGES	Description of community edge treatments.					
	EASEMENTS	Description and location of pipelines, power lines, and railroad tracks within, in proximity to, or serving the proposed subdivision.					
	UTILITIES	Information on telecommunication and fiber optic facilities; natural gas provider, facilities and pipelines, and estimated energy savings; electricity provider, facilities and transmission lines, electric magnetic fields (EMF), and estimated energy savings; other provided utilities, including cable.					
	AIR QUALITY	Information concerning provisions for attaining air quality requirements of the Master Plan.					
	WATER SUPPLY WATER TABLE	Information concerning Byron Bethany Irrigation District (BBID) annexation of all property in the proposed subdivision; water conservation measures; and water storage and distribution. Information on water table management and continued water and drainage service for agricultural uses.					
	MANAGEMENT STORM DRAINAGE	Information on storm drainage facilities and phasing, storm drain master plan; flood zones; and Best					
	PUBLIC SERVICES	Management Practices (BMP's) as per the Drainage Plan. Information on the provision, design, phasing and timing of all public services; financing procedures for public services to serve the proposed subdivision, including medical/emergency services, school design and phasing, and MHCSD annexation of all land within the proposed subdivision.					
	WASTE MANAGEMENT	Information on waste management services to be provided, including information on the waste transfer station.					
	PARKS	Information on neighborhood park(s), community park(s), and regional park(s), including location and phasing of these and associated facilities.					

STEP 3	APPLICATION DECLARED COMPLETE	Staff will check your application. If anything is missing, you will be notified in writing. The applicant will be sent a postcard once the application has been determined complete. (Your application cannot be processed until it is complete.)				
STEP 4	APPLICATION PROCESSING					
□	CEQA	The County will determine if the proposal may have an adverse effect on the environment. If no adverse effects are identified, the application will be processed. If there are potential adverse effects, further environmental review will be required. Projects that have the potential to adversely affect the environment will require the preparation of an EIR.				
□	REFERRALS AND ACTION	Staff will refer the application to any County departments, other agencies and surrounding property owners affected by your proposal. At the end of a review and comment period a staff report will be prepared and the Planning Commission will make the required findings and take action on the application.				
□	FINAL ACTION	The action of the Planning Commission can be appealed to the Board of Supervisors. The Planning Commission's action is final unless appealed. For further information on the length of the appeal period, contact the staff.				
STEP 5	CONDITIONS AND ADDITIONAL PERMITS					
□	CONDITIONS	The staff will send you the final action after the appeal period and if it is approved, it will list conditions, by department, that must be met before you can file a final map.				
<i>-</i>	FINAL MAP	A final map must be approved by the County Surveyor within 36 months of approval of the tentative map. For each approved final map, an AutoCAD file shall be submitted to the Community Development Department. (The AutoCAD file shall contain the following layers: parcel lines, survey monuments [with annotation of x, y coordinates of each monument], easements, street center lines, and an annotation layer consisting of lot number, lot square footage, and lot dimensions. The AutoCAD file shall be a dxf file, in State Plane Coordinate System Zone 3, NAD 83 datum, with feet as units. A Word document describing each layer shall also be submitted with the AutoCAD file.)				
□	IMPROVEMENT PLANS	As a part of the Final Map, Improvement Plans are frequently required. They are engineered plans showing sewer, water, drainage, grading, frontage improvements, roads and street lighting facilities.				
<i>-</i>	ENCROACHMENT PERMITS	Encroachment Permits must be acquired from the Public Works Department or MHCSD for any work performed within the public road right of way. If the project fronts on a state highway these permits are obtained from Caltrans.				
□	BUILDING PERMITS	If the project involves construction of a structure on private property, a Building Permit must be approved prior to commencement of work.				
□	OTHER PERMITS	Frequently, other local, state and/or federal agencies will require permits for land use projects (e.g., MHCSD, Air Pollution Control District, Fish & Game, Fish & Wildlife Service, Regional Water Quality Control Board, Caltrans or the Sheriff's Office.) The Community Development Department will identify additional permits we are aware of that may be required for your project.				

MOUNTAIN HOUSE MAJOR & MINOR SUBDIVISION TENTATIVE MAP CHECKLIST

MAP REQUIREMENTS						
	SIZE	The tentative map must be drawn on 18" x 26" material (unless otherwise authorized by the Director of Community Development.)				
	NORTH ARROW, DATE AND SCALE	Use an engineer's scale (i.e., 1" to 20' or 1" to 40', preferred.) The direction of "north" should be pointing towards the top of the page.				
	TRACT NUMBER	The tract number is assigned by the County Surveyor.				
	VICINITY MAP	A vicinity map showing the location of the property in relation to surrounding streets.				
	CONTOUR LINES	Contour lines or spot elevation within and beyond the project boundaries relative to mean sea level datum (check with staff for contour interval.)				
	WATERCOURSES	The location of existing watercourses.				
	FLOODING	The area subject to flooding from a 100-year flood with elevations. Include also the area that has been subject to historical localized flooding (not shown on Federal Emergency Management Agency [FEMA] Flood Insurance Rate Maps [FIRM]), with depth of flood waters [check with MHCSD].)				
EXIST	TING AND PROPOSE	ED DEVELOPMENT				
	PROPERTY LINES	All existing and proposed lots with dimensions and square feet. Number each parcel and "remainder" and circle the last lot. A dark, solid line shall be used around the entire original parcel(s).				
	ADJACENT PROPERTY OWNERS	Names and Assessor parcel numbers of adjoining property owners, including those across any easements, roads, waterways, etc.				
	EXISTING SITE	The location of existing buildings, utility lines, septic systems, wells, and other structures. Indicate any structure(s) to be removed.				
	STREETS AND EASEMENTS	Location and names of all streets and easements within or bordering on the project including, right of way width and grades (check with MHCSD Engineering staff regarding design criteria.) Include: Cross Section Details Curve Radii Proposed Names				
	PARKING AND DRIVEWAYS	The location, dimensions and surface material of all existing and proposed parking and driveways.				
	WATER SUPPLY	The proposed water supply including: Location of all on-site and off-site wells within 150' of the proposed development Location of existing and proposed water mains and distribution system (check with MHCSD Engineering staff regarding design criteria) Other water sources				
	SEWAGE DISPOSAL	The proposed sewage disposal facilities including: Location of public sewer hook-up Existing and proposed sewage collection, treatment and disposal systems (check with MHCSD Engineering staff regarding design criteria) Off-site sewage disposal systems within 150' of the property				
	STORM DRAINAGE AND FLOOD PROTECTION	The proposed storm drainage and flood protection facilities (check with MHCSD Engineering staff regarding design criteria) including: Collection Facilities Detention and retention ponds Terminal facilities Levee improvement facilities Other flood protection facilities				
	GRADING	Typical sloping pad grading and section; typical flat pad grading and section; areas requiring fill or excavation.				
	DEDICATIONS	Improvements and easements to be dedicated to the County, MHCSD, or other public entity.				
GENE	RAL NOTES					
	NAMES	Name, address and telephone number of owner; the name, address and telephone number of the subdivider, surveyor, and engineer filing the map.				
	PHASING	If the project is going to have phases, a statement to this effect is required.				
	MULTIPLE FINAL MAPS	Statement concerning whether multiple final maps will be filed.				
	EXISTING LAND USE	Specify existing land use.				
	MASTER PLAN DESIGNATION AND ZONING	Specify Master Plan designation and zoning district.				
	PROPOSED LAND USE	Specify proposed land use.				
	UTILITY PROVIDERS	Specify entities providing water, sewer, electric, gas, telephone, and cable services.				
	FLOOD ZONE DESIGNATION	Specify which flood zone designation the project is in per FEMA FIRM number.				
	MAXIMUM CUT AND FILL SLOPE RATIO	Provide a statement concerning maximum cut and fill slope ratio.				
	CONTOUR INTERVAL	Specify size of contour interval.				
TENTATIVE MAPS MUST BE COMPLETE AND LEGIBLE						
	Before applying, che	ck your Tentative Map and Required Information to make sure that it contains all of the information cited above.				
	You are encouraged having copies run.	to have one of our counter staff and MHCSD staff review your Tentative Map and Required Information prior to tblue lines cannot be accepted because they cannot be reproduced or microfilmed.				
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SAMPLE TENTATIVE MAP (MH)



MAJOR & MINOR SUBDIVISION APPLICATION (MH)

SAN JOAQUIN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

FILE NUMBER:					
TO BE COMPLETED BY THE APPLICAN	IT PRIOR TO FILING	THE APPLICATION			
APPLICATION					
Owner Information		Owner Information			
Name:	Name:				
Address:	Address:				
Phone:	Phone:				
Engineer/Surveyor Applicant Information	Subdivider/Developer Information				
Name:	Name:				
Address:	Address:				
Phone:	Phone:				
PROJECT D	ESCRIPTION				
TROSECTE	LOCKII TION				
Remainder Parcel: Yes ☐ No ☐	Final Map In Units: Yes L	□ No □			
PROPERTY AND VICINITY DESCRIPTION					
Property I	nformation				
Assessor Parcel Number(s)	Property Size	Number of Existing Parcels			
Property Address:	·				
Existing Land Uses					
On-Site Uses, including Ag Crops:					
Uses to the North:					
Uses to the East:					
Uses to the South:					
Uses to the West:					

PROPOSED PARCELS					
Average Parcel Size	Smallest Parcel Size	Largest Parcel Size	Average Parcel Frontage (at setback)	Smallest Parcel Frontage (at setback)	

SITE IMPROVEMENTS AND SERVICES								
Water								
Public Water □			Service Provider				Annex-Formation Required	Distance to Public Water (Feet)
Private Water	E	xisting We	<u> </u>	New	Well <u>L</u>	7	Well Replacemen	nt 🛮
			s	Sewage Disp	osal			1
Public Sewage Disposa	al 🛭		Service	Service Provider		Annex-Formation Required	Distance to Public Sewer Facility	
On-site Sewage Dispos	al □ E	xisting Sep	otic System	<i></i>	Ne	w Septic System	□	Other □
<u> </u>	-	-	-	Storm Draina				
Public Storm Drainage	÷ 🛮	Service	Provider		Anne	ex-Formation Required	Terminal Drainage to:	Detention/Retention Ponds
Private Storm Drainage	e 🗖 💮 🖸	n-site Rete	ntion Pond	(s) 🗖	Natu	ıral Drainage/No	Change 🏻	Other
	Electricity						Natural Gas	
Service Provider			Distance to Service		Service Provider		Distance to Service	
	Telephone Serv	rice			Cable Television Service			
Service Provider			Distance to Service		Service Provider		Distance to Service	
	School Service	e e					Fire Protection Serv	ice
Service Provider			Distance to		Service Provider		Distance to Fire	
			Elementary School					Station
5	2			Existing Roa		140 141	0.1/0.1/1	0:4: -#
Road/	Road/Street Name			/ Width	Pav	ement Width	Curb/Gutter Yes □ No □	Sidewalks Yes □ No □
						Yes □ No □	Yes 🛮 No 🗇	
							Tes 🛭 No 🖺	res & No &
PROPOSED ROADS BY WIDTH (NAME)								
Major Arterial 98'-152'	Major Arterial Minor Arterial Indu 98'-152' 104'-134' Colle		ercial and ustrial Residentii llector Collector 1'-84' 62'			Local Residen Type III 53'-58'	tial Local Residen Type II 49'-54'	tial Local Residential Type I 45'-50'
		•	•					
Estimated Vehicle Trips P	er Day at Buildout:	Auto:				т	ruck:	

ENVIRONMENTAL INFORMATION
Water, Drainage and Flooding
Describe the current depth of the ground water and depth to potable water:
Describe any existing drainage courses or eroded areas on or near the project site (e.g., rivers, creeks, swales or drainage ditches):
Describe any areas subject to flooding (e.g., including flood depths and flood panel map number):
Land, Land Use and Biota
Describe the site's topography (e.g., land forms, slopes, etc.):
Describe agricultural land that will be lost as a result of the project (e.g., type of crops, acres, quality of soil, etc.):
Describe any wildlife habitat on-site and species that may be present:
Describe any vegetation on-site by type and extent:
Air Quality
Air Quality Describe air pollutants that may result from the project (e.g., construction related dust, vehicle trips per day, fire places, incinerators, etc.):
2000-120 dii pondamo dia may 100di 100m die project (org.) conditacion rolated dao, vemele dipe per day, me places, membratore, etc.).
Other
Describe any items of historical or archaeological interest on-site (e.g., cemeteries or structures):
Describe any on-site or off-site sources of noise or vibration (e.g., freeway noise, heavy equipment, etc.):
Describe any on-site or off-site sources of light of glare (e.g., parking lot lighting, or reflective materials used):
Describe any on-site or off-site source of odor (e.g., agricultural wastes):
Describe any displacement of people that will be caused by the project (e.g., numbers of people, housing units):
, and an experience of people

__ Date:

Date:

AUTHORIZATION SIGNATURES ONLY THE OWNER OF THE PROPERTY OR AN AUTHORIZED AGENT MAY FILE AN APPLICATION. I, the Owner/Agent agree, to defend, indemnify, and hold harmless the County and its agents, officers and employees from any claim, action or proceeding against the Owner/Agent's project. I, further, certify under penalty of perjury that I am (check one): Legal property owner (owner includes partner, trustee, trustor, or corporate officer) of the property(s) involved in this application, or ☐ Legal agent (attach proof of the owner's consent to the application of the property's involved in this application and have been authorized to file on their behalf) and that the foregoing application statements are true and correct. Print Name: Signature: _____ Date: Print Name: Signature: _____ Date: Print Name: Signature: _____ Date:

Signature: ___

Signature: __

Print Name: ___ Print Name: