



PALMDALE

a place to call home

APPLICATION FOR TENTATIVE MAPS

Tentative Map Number _____

Type of Application: Tentative Tract Parcel Map Vesting Map
Major Modification Time Extension

Was a Pre-Application filed? Yes No If yes, reference DAB: _____

Request to subdivide _____ acres into (number of) _____ lots, (number of) _____ detention basin lot(s), and (number of) _____ other lots (define).

Types of Lots: Industrial Commercial Single-Family Condominium Multi-Family
Other

Existing Zoning: _____

Existing General Plan Designation: _____

Assessor's Parcel Number(s): _____

Project Location (Address if Available): _____

Approximately _____ Feet N or S of _____
(Circle) (Street Name)

Approximately _____ Feet E or W of _____
(Circle) (Street Name)

List case number(s) of any previous applications filed on this site:

List all related applications being filed with this project:

APPLICANT:

Name / Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: (____) _____ Fax No.: (____) _____

OWNER:

Name / Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: (____) _____ Fax No.: (____) _____

ENGINEER/REPRESENTATIVE:

Name / Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: (____) _____ Fax No.: (____) _____

Planning Division
38250 Sierra Highway
Palmdale, CA 93550
(661) 267-5200
planningdiv@cityofpalmdale.org

Tentative Map No.: _____

Date: _____

Received by: _____
Print Name

INSTRUCTIONS TO APPLICANT

The following application is provided for all subdividers who propose to file Tentative Tracts and Parcel Maps with the City of Palmdale.

The applicant must complete the attached forms as prescribed and incorporate all requested information before the application is accepted for processing by the Planning Division.

TENTATIVE MAP SUBMITTAL CHECKLIST

NOTE: ALL PLAN SHEETS SHALL BE INDIVIDUALLY FOLDED BY PLAN TYPE BY APPLICANT TO A MAXIMUM 8½" x 11" SIZE. STACK-FOLDED, STAPLED, ROLLED, OR BOUND PLANS WILL NOT BE ACCEPTED.

- _____ The completed Application
- _____ A copy of the Development Advisory Board (DAB) letter (if applicable)
- _____ Three copies of the Title Report for the subject property prepared within the last six months which includes a declaration of all easements of record and copies of all easements/declaration instruments referenced. **Note: Preliminary Subdivision Reports are not acceptable.**
- _____ Two sets of property owner (including APN) and occupant mailing labels (self-sticking) for all properties within 500 / 700 / 1,000 feet of the subject property (**see attached requirements**)
- _____ One copy of the mailing list in tabular form containing all the information on the above labels (**see attached requirements**)
- _____ One radius map (**see attached requirements**)
- _____ The original Mailing Label Certification
- _____ The original copy of the Owner Authorization Letter
- _____ Three paper copies and an electronic copy in Word of the legal description of the property
- _____ The original of the Hazardous Materials/Waste Products Certification
- _____ A vicinity map at a scale clearly indicating the subject parcel(s) and showing the existing major street patterns, adjoining projects, subdivision(s), creeks, railroads and other significant landmarks within a minimum of one mile of the exterior boundaries of the site on 8 ½" x 11" paper. **Note: Thomas Guide maps are not acceptable.**
- _____ 35 copies of the Tentative Map (**see attached requirements**)
- _____ Signed check-off list for Tentative Map requirements
- _____ The original Public Hearing Sign Removal Authorization

- _____ Environmental Assessment information - Are Joshua Trees found on the property? YES or NO
- _____ Three copies of the conceptual Grading Plan (needed only if requirements for detail cannot be accommodated on Tentative Map -- **see attached requirements**)
- _____ Three copies of the Geotechnical report (liquefaction, fault activity status, soils and geology) – **it is encouraged to consult with City Engineering staff**
- _____ Three copies of the Preliminary Hydrology Study (per City Engineering Standards)
- _____ Three copies of a Conceptual Sewer Study (per City Engineering Standards)
- _____ Four copies of the off-site easements/dedications plan. Note: required only if the project site does not abut an improved public right-of-way and/or sewer, water, or accesses are proposed where no easements/dedications exist. The plan must note the APN's of all affected properties.
- _____ Four copies of a subdivision and circulation area study. The study should illustrate the integration of the proposed tract with adjacent parcelization, subdivisions (existing and proposed) and the circulation system.
- _____ Three copies of a traffic report (please consult with the Traffic Engineering Division on the standards)
- _____ One electronic copy and two hard copies of the appropriate Environmental document (i.e. Initial Study, Supplemental or Subsequent Environmental document, or Addendum)
- _____ A CD or flashdrive containing all required plans and studies

Pursuant to the California Environmental Quality Act, the Planning Division will review the project and determine areas of potential environmental impact. Special studies including, but not limited to traffic, noise and archaeological may be required. This information may also be obtained through preliminary project review by the Development Advisory Board (DAB).

FEE CALCULATIONS*

Base fee – 1 to 40 lots is \$3,000; over 40 is \$4,000 (A): _____

If **Time Extension**, fee is 80% of current applicable base fee above: _____

_____ @ \$25/lot (B): _____

of lots

Initial Environmental Study: 950.00

City of Palmdale Fish and Wildlife Processing Fee: 25.00

_____ @ \$1.65/label: _____

of labels

GIS Fee 5% of (A) + (B) – Round to nearest dollar: _____

Public Hearing Notice: 300.00

TOTAL FEE DUE: \$ _____

***Additional State and/or County fees will be required prior to project approval.**

If you have any questions regarding this application packet or required materials, please call the Planning Division.

HAZARDOUS MATERIALS / WASTE PRODUCTS CERTIFICATION

Pursuant to Section 65962.5(f) of State Government Code, project applicants must identify whether a project site contains any hazardous materials and/or wastes included on any list compiled by the State Department of Health Services, the State Water Resources Control Board or the California Integrated Waste Management Board or are known by the owner or applicant. These lists generally identify sites that have pending corrective action regarding leaks or migration of hazardous materials.

CERTIFICATION

I have consulted the list compiled pursuant to Section 65962.5 of the Government Code and hereby certify that the project site and any alternatives to the project

- are
- are not

identified on any of these lists. I further certify that, to the best of my knowledge, there

- are
- are not

such hazardous materials on this site.

Assessor's Parcel Number(s): _____

Case Number(s): _____

Project Location (address if available): _____

Approximately _____ Feet N or S of _____
(Circle) (Street Name)

Approximately _____ Feet E or W of _____
(Circle) (Street Name)

Use additional sheets if necessary.

Date Owner's Signature

Date Owner's Signature

Date Applicant's Signature

If the site is listed, which listing agency has identified the site?

If the site is listed, what is the Regulatory Identification Number associated with the site?

NOTE: Before the Lead Agency can accept the application as complete, this certification must be reviewed and signed by the project owner(s) and applicant.

MAILING LABEL CERTIFICATION

CASE NUMBER(S): _____

I certify under the penalty of perjury that on the _____ day of _____, 20____, the attached property owners list contains the names and addresses of persons to whom property is assessed as they appear on the latest available equalized assessment roll of the County of Los Angeles within the subject property and for the parcels within 500 feet of the boundary of the subject property.

PLEASE PRINT ALL INFORMATION EXCEPT SIGNATURE.

Name: _____

Title: _____

Company: _____

Address: _____

_____ Phone: (____) _____

Signature: _____ Date: _____

Please include in mailing list all other persons to be notified regarding this application.

Applicant's Name Address City, State, Zip Code		THIS FORM <u>MUST</u> BE USED TO CREATE MAILING LABELS. Use the following format:
Owner's Name Address City, State, Zip Code		Assessor's Parcel No. Name Address City, State, Zip Code
Representative / Engineer Name Address City, State, Zip Code		

**FORM OF SUBMITTAL AND CONTENTS REQUIREMENTS
FOR ALL TENTATIVE MAPS**

Tentative Map Number _____

I certify that all plans have: been prepared by a registered civil engineer; been drawn to a standard engineering scale (e.g., 1"=20', 1"=50', 1"=100', 1"=200') that is appropriate to the project size; and clearly defined and identified all of the following information.

Date: _____
_____ Registered Civil Engineer or Licensed Surveyor's Signature

1. The tentative map number on the map and all related documents. NOTE: Include the word "Vesting" if applicable.
2. Sufficient legal description of the land included on the map to define the boundaries of the tentative tract or parcel map. NOTE: A "portion of a section: is not sufficient for this purpose. If the boundary is by metes and bounds, that description shall be on the tentative map.
3. Assessors Parcel Number (APN) for the tentative map and adjoining property owners. NOTE: Adjoining APN's do not need to be included when the parcels are part of a recorded tract.
4. The tentative map must show contour of the land at intervals of not more than two feet if the general slope of the land is less than ten percent and five feet for all other areas. This shall include an area of not less than 200 feet surrounding the tentative tract. Please indicate contour interval, the source and date the contours were compiled.
5. When the boundary of the tentative map is based on a field survey, include the name of the firm/individual who prepared the survey and the date the survey was done.
6. The name(s) of any geologists or soils engineers who assisted in the preparation of the design of the tentative map.
7. Names, addresses, and telephone numbers of the record owner, developer, and registered civil engineer preparing the map.
8. Engineer's/surveyor's statement of signature, indicating that the tentative map has been prepared by him or under his direction and is true and correct to the best of his knowledge, and that all easements of record are shown per the title report.
9. North arrow, scale, and area in acres of the tract or parcel map.
10. A statement of existing and proposed uses, existing and proposed zoning and existing and proposed General Plan designation.
11. Boundaries of the tentative map shall be a heavy line with approximate bearings and distances. Labeling of the boundaries shall be done by a map reference or deed reference of the adjoining owner's property.

12. The width and approximate locations of all existing and proposed easements or rights-of-way whether for public or private roads, drainage, sewers, or flood control purposes, shown by dashed lines. Overhead utility lines on peripheral streets shall also be indicated. Existing easements shall show the name of the easement holder, purpose of easement, and legal reference (Official Records) for the easement. If an easement is blanket or intermittent in nature, a note to this effect shall be placed on the tentative map.
13. Where a proposed subdivision does not abut an improved public right-of-way and/or sewer, water or access are proposed where no easements/dedications exist, a plan for the provision of easements/dedications for sewer, water and/or access shall be submitted. Such a plan may be incorporated on the tentative map or provided as a separate exhibit.
14. The street names and locations of each existing highway or street shown on the tentative map or on adjacent approved tentative maps where they intersect the boundary of the subdivision or where they intersect another street that forms a boundary of the subdivision. Include the distance from streets, and a reference to the deed that created the street.
15. The widths, and approximate grades of all existing and proposed highways, streets, alleys, or ways within or adjacent to such tentative map whether public or private; the radius of all centerline curves on highways, streets, alleys, or ways; a cross-section of each street; and the lettered designation of each proposed highway or street shown on the tentative map. Include a reference to the plate number per City Design Manual.
16. The proposed lot layout, the approximate dimensions of each lot, lot number, total area in square footage or acreage to the nearest one-tenth acre of each lot, designated detention basin lots, where pads are proposed for building sites, the approximate pad elevation, the elevations of all adjacent parcels, the top and toe of cut and fill slopes to scale, preliminary design and approximate finish of all grading.
17. The designation of all remainder parcels, pursuant to Section 66424.6 of the California Government Code.
18. Indicate all quantities of proposed cuts and fills coordinated with the proposed phasing of the project and their ultimate disposition. Show the proposed shape, height, and grade of the site including the direction of drainage flow and percent to grade (Slope Map). Provide cross-sectional profiles for existing and proposed grade changes.
19. Location(s) and height(s) of existing and proposed perimeter and retaining walls and relationship of the walls and relationship of the walls to slopes and other walls using a wall detail diagram. A separate detail shall be provided for each grade change where wall/retaining and/or slope heights will differ substantially from the standard section. Where existing and proposed walls are shown, identify distance between wall faces and indicate grade differential, if any.
20. The presence of an Alquist-Priolo Special Studies Zone or other geologic hazards zone on or within 200 feet of the site and the boundaries of structural setbacks required from active faults.

21. The presence of any other special planning areas such as Significant Ecological Areas on or within 200 feet of the site.
22. The locations of all areas subject to inundation or flood hazard and the locations, width, and directions of flow of all watercourses and flood control areas within and adjacent to the property involved. Include Community Panel Number, date of most recent revision per Flood Insurance Rate (FIRM) Map, and the method for handling storm waters.
23. The location and outline to scale of each tree, building, or structure within or immediately adjacent to the division of land and the proposed disposition of same (include identification of bordering projects, i.e., tract numbers).
24. Location of existing and proposed water wells, sumps, cesspools, sewers, culverts, drain pipes, underground structures, or sand, gravel, or other excavations within the subdivision and within two hundred feet of any portion of the subdivision, noting thereon whether or not they are to be abandoned, removed, or used. Indicate the method of connection to existing or proposed water lines, sanitary sewers, fire hydrants, and other utilities.
25. A vicinity map of the area to be subdivided showing adjoining subdivision, creeks, railroads, major cross streets and other data sufficient to locate the proposed subdivision in relationship to the surrounding community.
26. The Planning Manager may waive any of the foregoing tentative map requirements whenever, in the discretion of the Planning Manager, the division of land is such that it does not necessitate compliance with such requirements or where other circumstances justify such waiver.

RADIUS MAP:

The radius map must show the subject parcel(s) and all properties within 500 feet of the boundaries of the subject parcel(s). If the surrounding parcel owners are not excessive, indicate the Assessor's Parcel Number of every parcel within or touching the radius line on the map. List the Parcel Number on the mailing label, also. If impractical to list Parcel Numbers on the map, cross-reference to the tabular mailing list.

PROCEDURES FOR PROJECT SITE SIGN POSTING

In order to increase public awareness of pending development proposals requiring public hearings, the City of Palmdale has included "Project Site Sign Posting" in its public hearing notice procedures. The applicant of a proposed project scheduled for a public hearing before the City Council, Planning Commission, or Planning Manager is required to post a sign with public hearing information, which will be visible to the public right-of-way from the subject site. Late or inaccurate sign posting will cause postponement of the public hearing for the case.

CASES REQUIRING SITE PLAN POSTING:

Annexations
Appeals
Amendments, Revisions or Extensions of Time
Conditional Use Permits
General Plan Amendments
Prezone Changes
Site Plan Reviews
Specific Plans
Subdivisions
Tentative Maps
Variances
Zone Changes

SIGN SPECIFICATIONS:

1. SIZE: Dimensions shall be four feet by eight feet (see Figure 1).
2. HEIGHT: Sign shall be six feet in height (see Figure 1).
3. MATERIALS: ½ inch plywood (minimum). Sign shall be constructed with 4" x 4" supporting posts placed at a minimum depth of two feet with 2" x 4" cross supports as shown in the diagram (see Figure 1).
4. LOCATION: A minimum of feet inside the property line in residential zones, and a minimum of one foot inside the property line in commercial and industrial zones. Shall be located in the area most visible to the public on the project site.
5. COLOR: Blue background with black lettering (see Figures 2 and 3).
6. LETTERING: Shall be block.
7. LIGHTING: Shall **NOT** be illuminated.
8. Sign shall include **ONLY** the information provided by the assigned planner. If it becomes necessary to revise the information required on the sign, such as a change in the number of lots or square footage of buildings, it shall be the responsibility of the applicant to obtain approval of such revision(s) from the assigned planner.

SIGN SCHEDULE:

1. Sign shall be posted a minimum of 10 days prior to the hearing date. It shall be the responsibility of the applicant to contact the Planning Division to obtain the appropriate date and time.
2. Hearing date on the sign shall be changed for Commission items which are continued or are to be heard by the City Council including, but not limited to, Zone Changes, General Plan Amendments, Specific Plans, and appealed items. Said date shall be changed a minimum of 11 days prior to the hearing.
3. Sign shall be removed within 14 days following the Planning Commission hearing date or **IMMEDIATELY** following final City Council action. It is recommended that the cost of sign removal be included in a sign contract with the sign company.

Figure 1

<h1 style="font-size: 100px; margin: 0;">T</h1> <h2 style="font-size: 24px; margin: 0;">Tentative Tract Map</h2>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
		 PALMDALE Planning Division For more information 661/267-5200 cityofpalmdale.org

Figure 2

<h1 style="font-size: 100px; margin: 0;">P</h1> <h2 style="font-size: 24px; margin: 0;">Tentative Parcel Map</h2>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
		 PALMDALE Planning Division For more information 661/267-5200 cityofpalmdale.org

Figure 3

PUBLIC HEARING SIGN REMOVAL AUTHORIZATION

Case Number(s): _____

Assessor's Parcel Number(s): _____

Location (address if available): _____

Approximately _____ Feet N or S of _____
(Circle) (Street Name)

Approximately _____ Feet E or W of _____
(Circle) (Street Name)

By this signature, I acknowledge that I understand the requirements for posting the subject property for public hearing and do agree to pay all costs for the removal and storage of said public hearing sign if it is not removed within 14 days of the final hearing for this/these case(s).

Applicant/Agent: _____ Date: _____

Owner: _____ Date: _____

PLAN PREPARATION GUIDELINES

All required plans shall be prepared accurately by a qualified individual (e.g., registered civil engineer, licensed architect, licensed building designer), drawn to a standard engineering scale (e.g., 1"=20', 1"=50', 1"=100', 1"=200') or architectural scale (e.g., 1/4"=1', 1/8"=1") that is appropriate to the project size and able to clearly define and identify all required information. Please note that although the Planning Division does not require plans to be stamped and signed by a licensed professional, these items might be required by other divisions (i.e. Building and Safety, Engineering, etc.). Please ensure all plans include the following:

A. SITE PLANS:

1. Title Block containing:
 - a. Name, address and phone number of the developer and/or owner.
 - b. Name, address and phone number of person preparing plan.
 - c. Address of project.

2. Legend containing:
 - a. The Assessor's Parcel Number (APN).
 - b. Scale.
 - c. A legal description of the property sufficient to locate the property.
 - d. Existing and proposed zoning and General Plan designations.
 - e. Date of plan preparation with revision date plate.
 - f. Statement indicating current and proposed land uses.
 - g. Statement indicating gross and net acreage (after dedications) of property.
 - h. Gross square footage of structure(s) (existing and proposed) including a breakdown of net leasable floor area and linear and square footage of seating (if applicable); indicate estimated square footage proposed for each different use within the structure(s); and density analysis (residential only).
 - i. Lot coverage (area of site covered by structures) expressed as percentage of site or Floor Area Ratio (if applicable).
 - j. Square footage of landscaping, existing and proposed, with dimensions and amount of landscaped area expressed as (1) a percentage of the entire site, and (2) a percentage of the interior parking area (that is, exclude landscape areas located in the required setback areas).
 - k. Number of parking spaces required and provided (breakdown by proposed uses, if more than one, and show calculations for each); list separately the number of covered, handicapped, uncovered, compact, bicycle, and loading zone spaces provided.
 - l. Type of building construction.
 - m. Type of building occupancy and number of employees.

3. Plot Plan Showing:
- a. North-arrow.
 - b. Boundaries - Existing and proposed lot lines, numbers, and areas.
 - c. Easements - Locations, dimensions, and type of all easements.
 - d. Grades - Existing and proposed including building pad elevations, streets, adjacent grades within 100 feet of project boundary; show by contours at adequate intervals.
 - e. Structures - Locations, footprints, dimensions, distances between structures and property lines and use of existing and proposed structures within project and extending 50 feet beyond project borders. Show open stairways and other projections from exterior buildings walls, including entrances and exits, and handicap ramps.
 - f. Fences and Walls - Location, elevation, height, and composition of all existing and proposed walls, fences, and retaining walls.
 - g. Yards - Distance between exterior walls of structures and other such walls and property lines. Indicate location of any dedicated yards.
 - h. Circulation/Parking - Completely dimensioned layout of internal driveways, aisles, parking stalls, loading spaces, vehicle ingress and egress to site, and sidewalks or other pedestrian walkways, and handicapped access for the site conforming to Title 24 of the California Administrative Code. Include appropriate required markings for handicap parking and loading zones, etc. Indicate number of required and proposed parking spaces, including handicap spaces, bicycle spaces, and loading zones. Identify and give direction of all one-way aisles.
 - i. Streets - Location and cross-sections of existing and proposed rights-of-way, enriched parkways, left turn lanes, improvements (sidewalks, curbs, gutters, driveways, and landscaping), all completely dimensioned (on-site and off-site).
 - j. Drainage Facilities - Location, type, and size (on-site and off-site). Show how project is to handle storm water and cross drainage to or from adjacent properties.
 - k. Lighting - Location and size of all exterior lighting standards and devices.
 - l. Refuse - Location of refuse disposal areas.
 - m. Storage - Location of outside storage areas and indication of screening method.
 - n. Utilities - Location, sizes, and dimensions of all existing and proposed underground and above ground utilities and equipment (on-site and off-site). List name, address, and phone number of all affected utilities. Show proposed screening of electrical transformer and Water District backflow device.
 - o. Sign Location - Location of all existing and proposed free-standing signs.
 - p. Trees - Location, existing grade, circumference, area of dripline and species of all existing trees on site (may require a separate tree report).
 - q. Adjacency Items - All existing uses, structures, walls, fences, yards, drainage facilities, lighting, signs, parking, driveways, trees, and grades within 100 feet of the project boundary.
 - r. Barriers - Location and dimensions of all wheel/bumper stops and concrete headers separating vehicular areas from landscaped areas.

4. Vicinity Map:
 - a. A Vicinity map of the area to be developed showing adjoining projects, creeks, railroads, major cross streets, and other data sufficient to locate the proposed project in relationship to the surrounding community.

B. BUILDING ELEVATIONS:

1. All pertinent horizontal and vertical dimensions of existing (if applicable) and/or proposed structures. Height measurements shall be made from grade to the highest point of construction.
2. Architectural elevations of each exposure (front, rear, both sides) of each building or structure type:
 - a. Show rooftop equipment and demonstrate parapet screening (identify screening material).
 - b. Show adjacent structures on street elevation.
 - c. Include a composite elevation from street level if multiple buildings are proposed (incorporate the profile of landscaping and structures or equipment adjacent to such elevations).
 - d. Label each elevation with a directional (north, south, etc.) orientation.
3. Type of roof, window (reflectively), and wall materials (finished surface) to be used.
4. Accurate color of materials (1 copy of typical elevation or perspective rendered in accurate color).
5. Location(s) and dimensions for all sign, graphics, or other advertising displays proposed on-site; indicate type, color, copy (if known) and materials of construction. (NOTE: If a separate sign plan is required for this project, make sure that the information contained in both is the same).
6. Roof plan showing the direction of roof elements and equipment, exterior lights, vents, ducts, and other exterior mechanical utility equipment.

C. COLORS AND MATERIALS CARD:

1. The colors and materials sample card shall be no larger than 8½" x 14" and shall contain representative samples of all external colors and materials of construction proposed for use on the project. Samples must be consistent with the information shown on the elevations. The card shall also identify the project location, name and address, and bear a prominent label indicating the Case Number(s) it is associated with (leave space for staff to add the number).

D. FLOOR PLANS:

1. All room and area dimensions including existing rooms/areas adjacent to the proposed construction and overall dimensions.
2. The proposed use of all rooms and areas identified and the amount of gross floor area for each proposed use.
3. Occupant load calculations and Occupancy Classification for each room or area and the entire structure.
4. Provisions for accessibility to the elderly and physically disabled which are required by law for buildings and facilities to be used by the public.
5. Statement indicating whether or not automatic fire sprinkler systems will be used in the structure.

E. CONCEPTUAL GRADING/DRAINAGE PLANS:

1. Show the proposed shape, height, and grade of the site including the direction of drainage flow, existing trees, and percent of grade (Slope Map).
2. Indicate all proposed cuts and fills coordinated with the proposed phasing of the project.
3. Indicate all quantities of cut and fill and their ultimate disposition.
4. Indicate all erosion control measures including proposed detention basins and retaining walls.
5. Provide cross-sectional profiles for existing and proposed grade changes.
6. Show location of perimeter walls, if applicable, and relationship of the walls to slopes and other walls, existing and proposed. Where existing and proposed walls are shown, identify distance between wall faces and indicate grade differential, if any.

F. CONCEPTUAL LANDSCAPING / IRRIGATION PLANS:

1. A rendered plan graphically identifying by symbol and notes the types of proposed plantings.
 - a. Turf shall be indicated by a symbol distinct from shrub and ground cover symbols.
 - b. Existing and proposed berms shall be identified by general shape and gradient.
2. A reasonable representation of the proposed number of trees without calling out exact quantities.

3. A legend which identifies the plant material (botanical and common names) with a breakdown in percentages of the various container sizes for each tree and shrub symbol (i.e., 25% 15-gal.), for each plan graphic symbol.
4. The proposed method and type of irrigation shall be indicated by notes. If multiple systems of irrigation are used, clearly identify on the plan where each type of system will be used.
 - a. In notes, the irrigation concept should include a proposed water management strategy.
5. Existing trees shall be shown on the plan.

G. RADIUS MAP:

1. The radius map must show the subject parcel(s) and all properties within 500 / 700 / 1,000* feet of the boundaries of the subject parcel(s). If the surrounding parcel owners are not excessive, indicate the Assessor's Parcel Number of every parcel within or touching the radius line on the map. List the Parcel Number on the mailing label, also. If impractical to list Parcel Numbers on the map, cross-reference to the tabular mailing list.

*The radius for the surrounding property is calculated on the subject property size:

20 acres or less – 500' radius
21 acres to 159 acres – 700' radius
160 acres or more – 1,000 radius