

Tentative Parcel Maps

Description:

The first step in the process of recording a division of land that is divided into four or fewer parcels.

The Process:

- **Pre-application process**
Applicants are invited to meet with Planning staff to discuss your proposal. Meetings may be arranged by calling 209-577-5267 or by visiting the Planning Division office, 1010 10th Street, 3rd Floor, Suite 3300, Modesto, CA 95353.
- **Project Review**
A Project Planner will be assigned to process the application.
- **Surrounding Property Owner Notification**
A letter of notification to the applicant and surrounding property owners will be mailed. A copy of the staff report is provided to the applicant prior to the hearing before the Commission.
- **Project Approval**
Staff will present the project request to the Planning Commission with their recommendation for approval or denial and/or with proposed conditions in a Public Hearing where the applicant and other interested parties will have the opportunity to speak.

The Planning Commission's decision is subject to appeal to the City Council within 15-days of the Commission's decision.

Development Resources

Departments & Divisions:

Community & Economic Development

Planning (209) 577-5267
Building Safety (209) 577-5232
Land Development (209) 577-5462
Engineering
Infrastructure Financing (209) 577-5211
Programs Administration

Fire Department

Fire Prevention (209) 571-5553

Parks, Recreation & Neighborhoods

Parks Planning & Development Division (209) 571-5573

Public Works

Main Number (209) 571-5569

Online Development Information:

Development Center
www.modestogov.com/development/

Community & Economic Development
www.modestogov.com/ced/

Fire Department
www.modestogov.com/mfd/

Parks, Recreation & Neighborhoods
www.modestogov.com/prnd/

Public Works
www.modestogov.com/pwd/

City of Modesto Web Site
www.modestogov.com



CITY OF MODESTO
DEVELOPMENTCENTER

Tentative Parcel Maps (including Vesting)

www.modestogov.com/development

This brochure is provided by the:
Community & Economic Development Dept.
1010 Tenth Street, Suite 3300
Modesto, CA 95354
(209) 577-5267

What is a Tentative Parcel Map?

California's Subdivision Map Act and local ordinance prescribes the process for legally dividing land and creating parcels. In most cases, a division that results in four or fewer parcels is accomplished through a Parcel Map.

The first step in dividing a parcel through the Parcel Map process is the Tentative Parcel Map. This is a map depicting the parcels as they will exist after the map is recorded.

Tentative Parcel Map Approval

In the City of Modesto, the City Council has given the Planning Commission the approval authority over Tentative Parcel Maps.

Pre-application Meeting

Prior to applying for a Tentative Parcel Map, you are invited to meet with Planning staff to discuss your proposal. You may arrange a meeting by calling 209-577-5267 or visiting the Planning Division office (you may wish to make an appointment), 1010 Tenth Street, 3rd Floor, Suite 3300, Modesto, CA 95353. Although you are not required to meet with Staff prior to submitting your application, you are strongly encouraged to do so.

The Process

Following the filing of a completed application, Planning staff will review the documents and refer them to other departments and agencies for comment, as necessary. When comments are received, Staff will provide a set to the applicant. These comments may necessitate revisions to the application, and will usually result in conditions of approval.

Staff will then prepare a staff report for the Planning Commission with a recommendation for approval or denial and/or proposed conditions (if approved). Staff will schedule a hearing, publish a Notice of Hearing and mail the notice to surrounding properties, as required by State Law. A copy of the staff report is provided to the applicant prior to the hearing before the Commission.

Next, the request will come before the Planning Commission in a public hearing. At this hearing, the applicant and any other interested parties (such as neighbors) will have an opportunity to speak. You may have others speak on your behalf if you wish. After considering the written and oral evidence, the Commission will make a decision. The Commission's decision is subject to appeal to the City Council within fifteen days of the decision.

This process normally takes about 3 months if not appealed but varies with the complexity of the issues associated with your application.

How to Apply

In order to apply for a tentative parcel map, you will need to submit the following items. For further guidance, please see the Tentative Subdivision and Parcel Map Submittal Requirements, which can be found online at www.modestogov.com/development.

- Completed application form signed by the property owner
- Environmental Information form
- Application fee (refer to fee schedule)
- Financial Interest Disclosure
- 30 copies of the Tentative Parcel Map, folded to 8-1/2" x 11"
- Six (6) sets of maps reduced to 8½" X 11" and ten (10) sets reduced to 11" X 17"
- Two copies of a current title report (no more than 30 days old at time of application)
- One CD/R containing copies of all parcel map pages in both jpeg and PDF formats
- Other technical reports as may be required by the City to process your proposed parcel map

Have questions?
We're here to help!
Contact Planning at
(209) 577-5267

