

City of Rosemead

PLANNING APPLICATION FORM

APPLICATION TYPE	FEE	CASE NUMBER		
GENERAL PLAN AMENDMENT	\$2,000.00+ \$50/parcel	GPA		
CONDITIONAL USE PERMIT	\$1,320.00	CUP		
ADMINISTRATIVE USE PERMIT	\$500.00	AUP		
MUNICIPAL CODE AMENDMENT	\$2,750.00	MCA		
TENTATIVE PARCEL MAP (paid)	\$1,385.00 + \$100/lot	TPM		
TENTATIVE TRACT MAP	\$1,385.00 + \$100/lot	TTM	9	
VARIANCE (Residential)	\$975.00	ZV		
VARIANCE (All Other)	\$1,375.00	ME		
MINOR EXCEPTION	\$300.00	ZC		
ZONE CHANGE	\$1,700.00+ \$50/parcel	SP		
PLANNED DEVELOPMENT REVIEW	\$1,200.00	PDR		
DESIGN REVIEW		MOD		
MODIFICATION OF ENTITLEMENTS	\$800.00	PCN		
SPECIFIC PLAN (In-house)	\$700.00 (per review)			
SPECIFIC PLAN (Outsource)	Cost+ 10%			
ADMINISTRATIVE DETERMINATION	\$450.00		8	
PUBLIC CONVENIENCE OR NECESSITY	\$980.00			
CEQA EXEMPTION (if applicable)	\$90.00	~		
LA COUNTY CLERK RECORDING FEE	\$75.00			
PUBLICATION	\$500.00		-	
			LE .	
OTHER (See Fee Schedule for Development				
Agreement, Density Bonus, Joint/Off-Site Parking	TOTAL			
Agreement, Reasonable Accommodation, Time Extension)	· · · · · · · · · · · · · · · · · · ·			

APPLICANT TO COMPLETE

APPLICANT NAME		EMAIL ADDRESS	
PHONE	CELL	FAX	
ADDRESS		· .	
CITY	STATE	ZIP	

APPLICANT REPRESENTATIVE		
REPRESENTATIVE NAME		
PHONE	CELL	FAX
ADDRESS	·	· .
CITY	STATEZIP	
EMAIL ADDRESS		
PROPERTY OWNER		
PROPERTY OWNER NAME	,	· .
PHONE	CELL	FAX
ADDRESS		· · · · · · · · · · · · · · · · · · ·
CITY	STATEZIP	
EMAIL ADDRESS		
SEND CORRESPONDENCE TO (Circle al		
APPLICANT	PROPERTY OWNER	APPLICANT REPRESENTATIVE
		·
PROJECT DESCRIPTION PROPOSED PROJECT		
PROJECT ADDRESS/LOCATION		
APN		
GENERAL PLAN AND ZONE DESIGNATION		
	ON	
REQUEST (SPECIFY PROPOSED SQ FT	ON ., LOT SIZE, USE, AND BLDG. SQ FT)_	
REQUEST (SPECIFY PROPOSED SQ FT	ON ., LOT SIZE, USE, AND BLDG. SQ FT)_	
REQUEST (SPECIFY PROPOSED SQ FT	ON ., LOT SIZE, USE, AND BLDG. SQ FT)_	
REQUEST (SPECIFY PROPOSED SQ FT	ON, LOT SIZE, USE, AND BLDG. SQ FT)_	
REQUEST (SPECIFY PROPOSED SQ FT	ON, LOT SIZE, USE, AND BLDG. SQ FT)_	



CITY OF ROSEMEAD

TENTATIVE PARCEL MAP INFORMATION SHEET

DESCRIPTION:

A **Tentative Parcel Map** is required by state law to divide property into four (4) legal lots or less. The map will be conditioned to provide for basic services and improvements prior to any construction. The map must record within two (2) years of the date approval. A Time Extension to record the map may be requested from Planning Commission prior to the expiration of the map.

PROCESS:

- 1. **Pre-Application meeting (s):** A meeting with the Planning Department is strongly encouraged PRIOR to submitting an application. Such a meeting will help provide you with information in terms of requirements, standards, and fees and will help you in preparing your application.
- 2. Development Review Committee (DRC): The DRC is an advisory committee composed of City Staff and other agencies which review projects for compliance with existing codes and standards. The DRC does not have formal decision making authority. Prior to the public hearing, a DRC meeting is scheduled. After the DRC meeting, you will be advised of the conditions of approval and the City staff's recommendation on your project. There is an opportunity at this stage of the process to discuss areas of concern or differences and resolve them prior to Planning Commission and City Council Action.
- 3. **Planning Commission:** A public hearing before the Planning Commission is conducted. At the hearing, City staff will present a report on your application. The conditions of approval and recommendations to the Planning Commission will be those discussed with you previously. Members of the public will be invited to make comments on your project. The decision of the Planning Commission is final unless appealed to the City Council.

CITY OF ROSEMEAD TENTATIVE PARCEL MAP SUBMITTAL REQUIREMENTS:

1.	APPLICATION FORM, WITH OWNER & APPLICANT'S SIGNATURE.
2.	ENVIRONMENTAL APPLICATION FORM.
3.	PRELIMINARY TITLE REPORT (must be prepared within past 6 months).
4.	20 COPIES OF MAP (folded to 8 ½' X 11' see attached Parcel Map Checklist for details).
5.	1 (8 ½' X 11') COPY OF PROPERTY OWNER'S MAP AND TWO (2) SETS OF GUMMED LABELS (Per mailing list submittal requirements).
6.	APPLICATION FEES (See Fee Schedule).
7.	WATER AND SEWER WILL SERVE LETTER(S)
8.	HAZARDOUS WASTE SITE DECLARATION SHEET.
9.	OTHER INFORMATION THAT MAY INCLUDE BIOLOGICAL SURVEYS, DELINEATIONS STUDY, CULTURAL RESOURCE ASSESSMENT OR OTHER ITEMS.
10.	8.5" X 11" REDUCTION OF ALL PLANS.
11.	AN INITIAL TRAFFIC ASSESMENT REPORT SHALL BE SUBMITTED TO THE CITY (SEE ATTACHED TAFFIC IMPACT STUDY REQUIREMENTS).
12.	COMPLETED "CHECKLIST FOR IDENTIFYING PROJECTS REQUIRING A PROJECT- SPECIFIC WATER QUALITY MANAGEMENT PLAN (WQMP) WITHIN THE LOS ANGELES COUNTY."
13.	COMPLETED "SUMMARY OF PROJECT-SPECIFIC WQMP REQUIREMENTS" AND A PRELIMINARY PROJECT-SPECIFIC WQMP.

CITY OF ROSEMEAD TENTATIVE PARCEL MAP CHECKLIST

The following information is to be shown on all maps submitted as part of an application for a Tentative Parcel Map:

1.	in height, in bold face type.
2.	Name, address, and telephone number of the record owner and subdivider of the land.
3.	Name, address, and telephone number, and license number of the Registered Civil Engineer or Surveyor who prepared the map.
4.	A revision box to indicate revisions made to maps previously submitted.
5.	Sufficient legal description to define the boundary of the subdivision.
6.	Boundaries of the subdivision with suitable descriptions to readily locate the property.
7.	Date of preparation, north arrow, and scale of the map.
8.	Tract numbers of adjacent subdivisions including approved tentative maps, and information sufficient to show their relationship to the proposed subdivision (i.e. lot pattern, improvements, streets, buildings, etc).
9.	Existing and proposed land uses within a 100' radius of the subject property.
10.	Existing topography of the site and within a 100' radius. Existing contours at 2 foot intervals if the existing ground is less than 10% and 5 foot intervals if the ground slope is 10% or greater. Existing contour lines should be shown as dashed or screened lines.
11.	Methods for accommodating storm water and drainage. Setbacks from flood control facilities as designated by Los Angeles County Flood Control. If adequate information cannot be provided on the map, the map shall be accompanied by supplemental information as required by the City to clearly describe the accommodation of storm water and drainage.
12.	Location, width, and purpose of all existing and proposed easements for utilities, drainage, and other purposes shown by dashed lines.
13.	Location and outline to scale of all existing buildings. Identify buildings to be removed.
14.	Location (including distances from centerline to property) width and grade of all existing and proposed streets or highways or other right- of-way; ultimate right-of-way dimensions; and cross section of each.

15.	The location and size of existing and proposed sanitary sewer, water mains and storm drains. Provide elevations and slopes of proposed sewer and storm drains and the distance and direction to existing facilities if they are not adjacent to subject property.
16.	Lot information, including: dimensions; finished pad elevation, net square feet of each lot. Each lot shall be numbered.
17.	Boundaries of existing or proposed public areas (i.e. parks, trails, open space areas, etc.) within or adjacent to the subdivision. Each area shall be labeled and show the approximate acreage to the nearest one-tenth acre.
18.	Location and extent of proposed grading with pad elevation and size of usable pad area. Shade all slopes 3:1 or steeper. Delineate all retaining walls.
19.	Geological fault lines and hazardous zones as designated by any applicable geotechnical report for the subject property.
20.	Type and location of existing trees with a trunk diameter of 9.5 inches or greater. Oak trees of four (4) inches or greater in diameter shall in all cases be shown.
21.	Location of all existing fire hydrants within 500 feet of the front property line.
22.	A statement of the proposals for sewage disposal, water supply, electric service, gas service, telephone, cable television, and other utilities and services including school district(s) which serve the property.
23.	If the project is to be phased, show the proposed phases and their sequence of development and timing.
24.	A vicinity map showing the location of the subdivision.



CITY OF ROSEMEAD PLANNING DIVISION

AFFIDAVIT – PROPERTY OWNER

Site Address:						
Request:						
AFFIDAVIT						
I/We, am/are the applica contained, and the knowledge and bel	information	olved in this re on herewith sub	equest, and that the foo omitted, are in all respo	oregoing sta	tements ar	certify that I/We nd answers herein the best of my/our
Signature(s):						
Print Name(s):						
Mailing Address:						
Address Number		Street	Apt./Suite#	City	State	Zip Code
Phone: ()		Date:			
		A	ACKNOWLEDGMENT			
			g this certificate verificate is attached, and no			
State of California County of)			
On		bef	ore me,			
			(ins	ert name an	d title of the	officer)
to the within instru authorized capacity	on the bas ument and (ies), and	d acknowledge that by his/he	ry evidence to be the ped to me that he/she/r/their signature(s) on tecuted the instrument.	they execut	ed the sar	ne in his/her/their
I certify under PEN, is true and correct.	ALTY OF	PERJURY und	er the laws of the State	of California	that the fo	regoing paragraph
WITNESS my hand	and offici	al seal.				
Signature			(Seal)			



CITY OF ROSEMEAD PLANNING DIVISION

AFFIDAVIT – APPLICANT

Site Address:						
Request:						_
AFFIDAVIT						
I/We, am/are the appli contained, and the knowledge and b	cant(s) invo e informatio	olved in this re on herewith sub	equest, and that the formitted, are in all respons	oregoing sta ects true and	tements an	certify that I/We d answers herein the best of my/our
Signature(s):						
Print Name(s): _						
Mailing Address:						
Address Number		Street	Apt./Suite#	City	State	Zip Code
Phone: ()		Date:			
		Δ	ACKNOWLEDGMENT			
			g this certificate verific ate is attached, and no			
State of California)			
On		bef	ore me,			
			(ins	ert name an	d title of the	officer)
to the within ins	e on the bas trument an ity(ies), and	d acknowledge I that by his/he	ry evidence to be the ped to me that he/she r/their signature(s) on secuted the instrument.	they execut the instrume	ed the san	ne in his/her/their
I certify under PE is true and correc		PERJURY und	er the laws of the State	e of California	a that the fo	regoing paragraph
WITNESS my ha	nd and offic	al seal.				
Signature			(Seal)			



CITY OF ROSEMEAD

www.cityofrosemead.org

ENVIRONMENTAL INFORMATION FORM

	Date Filed:
GEN	NERAL INFORMATION
1.	Name and address of developer or project sponsor:
2.	Address of project:
	Assessors Block and Lot Number:
3,	Name, address and telephone number of person to be contacted concerning this project:
4.	Indicate number of the permit application for the project to which this form pertains:
5.	List and describe any other related permits and other public approvals required for this project, including those required by city, regional and federal agencies:
	Existing Zoning district:
7.	Proposed use of site (Project for which this form is filed):
EX	ISTING PROPERTY INFORMATION
app	s section of the Environmental Assessment is for information regarding the Existing property only. *Your lication is complete when all attached supplemental applications are completed and submitted. The project ner will notify you if any additional items or reviews are necessary.
Squ	are Footage of Property: Average slope of land if over 15%
Suri	rounding Land Uses:
	North:
S	South:
	East:
	Vest:

EXISTING BUILDING(S)	BUILDING A	BUILDING B	BUILDING C	BUILDING D
Total gross square footage				
Total commercial gross square footage				
Total residential gross square footage				
Year built				
Building footprint in square feet				
Open space / landscaping square footage				
Paving square footage				
Number of parking spaces				
Height of building in feet				
Number of stories				
Number of housing units				
Square feet to be demolished				
Number of covenanted affordable units demolished				
Number of housing units demolished			<u> </u>	
Number of hotel / motel rooms to be demolished				-
To be altered? (yes / no)				-
To be relocated? (yes / no)				-
Un reinforced masonry? (yes / no)				
Type of use (i.e. residential, commercial, mixed uses,				

* Continue to Proposed Information Section

ADDRESS OF LOCATIONS OF EXISTING BUILDINGS:	
Building A:	
Building B:	
Building C:	
Building D:	

PROPOSED PROJECT INFORMATION

This	section of the Environmental Asse	essment is for inform	ation regarding the	e Proposed proje	ct only.		
1.	Estimated Valuation:						
2.	Explain if the project is located in a geological hazard area (i.e. hillside area, Seismic fault, erosive soils):						
	(For more information, please reand Review Process Handout for	eview the City's <u>Geo</u> projects that are rec	<u>stechnical and Er</u> quired to submit th	ngineering Geologiese special studi	gy Consultation es.)		
3.	Amount of grading proposed:	Fill:	Fill:Balance:				
	1	Imported:	Exported: _				
4.	Type of development (single faminstitutional):	ily residence, apartm	ents, condominiu	ms, commercial,	industrial,		
P	ROPOSED BUILDING(S)	BUILDING A	BUILDING B	BUILDING C	BUILDING D		
T	otal gross square footage						
Т	otal commercial gross square footage						
Т	otal residential gross square footage						
	Building footprint in square feet						
C	Open space square footage						
	andscaping square footage						
H	leight of building in feet						
	lumber of stories						
N	lumber of parking spaces						
	lumber of housing units						
N	lumber of bedrooms						
Н	lotel / motel number of rooms						
Н	lours of operation				, .		
N	lumber of employees						
S	quare feet of restaurant seating area						
N	umber of fixed seats (restaurant)				0		
	umber of hotel / motel rooms to be						
	BC occupancy group						
	BC construction type				>		
	ire sprinklers? yes / no						
	ype of use (i.e. residential, commercial	,					

^{*} If there are additional buildings on the site, please attach a separate sheet with the above information for each building.

6. If commercial, indicate the type, whether neighborhood, city or regionally orientate sales area, and loading facilities. 7. If industrial, indicate type, estimated employment per shift, and loading facilities.	es or rents, and type
7. If industrial, indicate type, estimated employment per shift, and loading facilities.	ed, square footage of
	,
 If institutional, indicate the major function, estimated employment per shift, estim- loading facilities, and community benefits to be derived from the project. 	ated occupancy,
9. Total housing units: 10. Is this an affordable Housing Project? Yes □ No □ # of affordable units	
ATTACH AN EXPLANATION of any questions answered with	yes.
11. Is this a phased project? Yes □ No □	
12. Will there be demolition or removal of any structure of any age? Yes \Box No \Box	
13. Will there be any alteration of any existing structure? Yes \square No \square	
14. Are the following items applicable to the project or its effects? Discuss below al (attach additional sheets as necessary).	items checked yes
	Yes No
Change in existing features of any bays, tidelands, beaches, or hills, or	
substantial alteration of ground contours. 2. Change in scenic vistas from existing residential areas or public lands	or 🔲 🗆
roads. 3. Change in patter, scale or character of general area of project.	

Γ		Yes	No
_	Significant amounts of solid waste or litter.		
-	5. Change in dust, ash, smoke, fumes or odors in vicinity.		
-	Change in ocean, bay, lake, stream or ground water quality or quantity, or alternation of existing drainage patterns.		
-	7. Substantial change in existing noise or vibration levels in the vicinity.		
	8. Site on filled land or on slope of 10 percent or more.		
	Use of disposal of potential hazardous materials, such as toxic substances, flammables or explosives.		
-	10. Substantial change in demand for municipal services (police, fire, water,		
_	sewage, etc.). 11. Substantially increase fossil fuel consumption (electricity, oil, natural gas, etc.)		
-	12. Relationship to a larger project or series of projects.		
	Describe the project site as it exists before the project, including information on to stability, plants and animals, and any cultural, historical or scenic aspects. Describ structures on the site, and the use of the structures. Attach photographs of the site, polaroid photos will be accepted.	Snaps	hót 'ör
2.	Describe the surroundings properties, including information on plant and animals an historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.) land use (one-family, apartment houses, shops, department stores, etc.), and scale of (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity. Snaps photos will be accepted.	of develo	pment
CERT	TFICATION		
I herek	by certify that the statements furnished above and in the attached exhibits present ation required for this initial evaluation the best of my ability, and that the facts, station presented are true and correct to the best of my knowledge and belief.	the dat atements	a and s, and
Date	s Signature		

For _____



CITY OF ROSEMEAD

HAZARDOUS WASTE SITE

DECLARATION SHEET

I certify that I have reviewed the Hazardous Waste and Substance Sites List on file with the State of California Department of Toxic Substances Control in conformance with the requirements of Government Code Section 65962.5. There are no Hazardous Waste and Substances Sites listed for the subject property or nearby the property. This statement is true and correct to the best of my knowledge.

Signature of Owr	ner/Representative:		
Printed Name of	Owner/Representative:		
Date:		i .	

RADIUS MAPS*

PROPERTY OWNER LISTS FOR LOS ANGELES COUNTY

ARMSS (Architecture & Radius Map Services)

Attn: Lucy Polo Garcia 160 No. Holliston Avenue, #5 Pasadena, CA 91106 (818) 968-5843 Evenings: (626) 449-4830

G.C. MAPPING SERVICE

3055 W. Valley Blvd.
Alhambra, CA 91803
(626) 441-1080
FAX: (626) 441-8850
Email:
gcmapping@radiusmaps.com

OWNERSHIP LISTING SERVICE

Attn: Catherine McDermott PO Box 890684 Temecula, CA 92589 (909) 699-8064 or (800) 499-8064

LA MAPPING SERVICE

Attn: Robert Castro 8062 Whitmore Street Rosemead, CA 91770 (626) 280-8382

KIMBERLY WENDELL

PO Box 264 Los Alamitos, CA 90720 (562) 431-9634

SUSAN W. CASE

917 Glenneyre Street, Suite 7 Laguna Beach, CA 92651 (949) 494-7418

SUE MORENO

More Services 12106 Lambert Avenue El Monte, CA 91732 (626) 350-5944

T-SOUARE MAPPING SYC.

969 South Raymond Avenue Pasadena, CA 91105 (626) 403-1803 FAX: (626) 403-2972

FOOTHILL PROJECT MGMT

Attn: Sandra Gunn 117½ 28th Street Newport Beach, CA 92663 (714) 434-9228 FAX: (714) 434-9228

RADIUS MAP SERVICES

PO Box 3757 South Pasadena, CA 91031 (626) 688-4876 FAX: (626) 284-4931

AM. MAPPING SERVICES

8001-B Archibald Avenue PO Box 4710 Rancho Cucamonga, CA 91730 (909) 466-7596 (626) 274-1141 FAX: (909) 466-7595

THE SOLUTIONS, INC.

Attn: Lanny Kusada 19401 So. Vermont Blvd., Unit B201H Torrance, CA 90502 (310) 532-0446 Office (310) 480-5407 Cell lanny@tmgsolutions.net

SZETO & ASSOCIATES

Attn: Stan Szeto 2714 Stingle Avenue Rosemead, CA 91770 (626) 512-5050 FAX: (323) 838-0515

EZ MAPPING SERVICES

Po Box 661464
Arcadia, CA 91066
(626) 241-5151
Email: ezmapping@yahoo.com

BOONE'S QUALITY MAPS

263 W. Olive Ave., Suite 161 Burbank, CA 91502 (310) 930-0239

Notification maps.com

23412 Moulton Parkway, Suite 140 Laguna Hills, CA 92653 (866) 752-6266

Angelus Planning Group

225 South Lake Ave., Suite #300 Pasadena, CA 91101 (323) 341-3961

Radius Maps Etc

Attn: Yvette Cuellar 3544 Portola Avenue Los Angeles, CA 90032 (323) 221-4555 FAX: (323) 226-9492 Email: radiusmapsetc@sbcglobal.net

^{*} The above references are only an aid to provide you with information about available services. This does *not* constitute a recommendation from the City of Rosemead.