

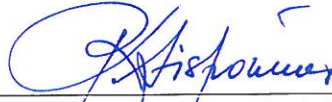


County of Orange SUBDIVISION MANUAL

September 2015

SUBDIVISION MANUAL

SUBMITTED BY:



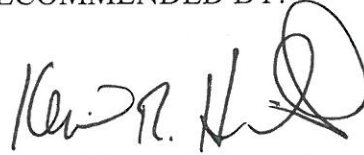
Rose Fistrovic, Manager
OC Development Services,
Land Development

RECOMMENDED BY:



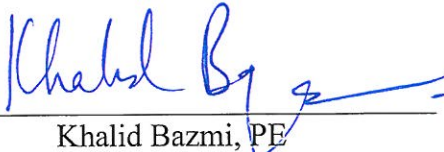
Colby Cataldi, Deputy Director
OC Development Services

RECOMMENDED BY:



Kevin Hills, PLS Deputy Director
OC Survey

RECOMMENDED BY:



Khalid Bazmi, PE
Assistant Director/County Engineer

APPROVED BY:



Shane Silsby, Director
OC Public Works

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE #</u>
CHAPTER 1 INTRODUCTION AND GENERAL PROVISIONS	1
1.1 Authority	
1.2 Scope and Purpose	
1.3 Distribution	
1.4 Subdivision Committee	
CHAPTER 2 TENTATIVE MAPS	3
2.1 Screen Check Maps	
2.2 CEQA Requirements	
2.3 Tract Maps and Parcel Maps	
2.4 Filing Procedure	
2.5 Design Exception/Deviation Request	
2.6 Substantial Conformance	
2.7 Revisions to Tentative Maps	
2.8 Modification to Tentative Maps	
CHAPTER 3 STANDARDS OF DESIGN	20
3.1 Private Streets	
3.2 Fire Protection	
3.3 Environmental Health	
CHAPTER 4 TRACT MAPS AND PARCEL MAPS	21
4.1 Procedures	
4.2 Specifications and Requirements	
CHAPTER 5 REVERSIONS TO ACREAGE	35
5.1 Procedures	
CHAPTER 6 CERTIFICATE OF COMPLIANCE	36
6.1 Application	
6.2 Processing	

CHAPTER 7 LOT LINE ADJUSTMENTS **40**

- 7.1 General Information
- 7.2 Filing Instructions
- 7.3 Processing Procedure

CHAPTER 8 SPECIFICATIONS FOR THE DIGITAL SUBMISSION OF SUBDIVISION MAP AND RECORDS OF SURVEY **47**

- 8.1 Basis of Bearings
- 8.2 CCS83 Specification
- 8.3 Deliverables
- 8.4 Data Integrity Requirements
- 8.5 Data Layering Requirements
- 8.6 Media Requirements for Digital Map Submission
- 8.7 File Naming Conventions

APPENDIX **54**

- 1. Tentative Maps
- 2. Tract Maps and Parcel Maps
 - 2.1 Signed Closure Reports (PLSA 8761)
 - 2.2 Surveyors/Engineers Statement (Tracts)
 - 2.3 Surveyors/Engineers Statement (Parcel Maps)
- 3. Tie Two GPS Points to Long Baseline
- 4. No Need to Tie if GPS Ties are on Center Line
- 5. Lot Line Adjustment
- 6. Certificate of Compliance
- 7. Record of Survey, Tracts and Parcel Maps
 - 7.1 Surveyors/Engineers Improvement Statement for Tract and Parcel Maps
- 8. Corner Record – Ties for Subdivision
- 9. Points Established by Ties
- 10. Post Construction Record of Survey
- 11. OC Monument Inventory App

ATTACHMENTS **69**

- 1. Subdivision Application
- 2. Agent Authorization Letter
- 3. Letter of Project Proposal
- 4. Plans/Maps
- 5. Concurrent Processing Request Letter
- 6. Pre-File Meeting Documentation
- 7. Public Notice and Public Notification Map

8. Approved Fire Master Plan
9. Water District Letter
10. Information Table

CHAPTER 1: INTRODUCTION AND GENERAL PROVISIONS

1.1 AUTHORITY

The County of Orange Subdivision Code Section 7-9-204 authorizes the Director of Orange County Public Works or his/her authorized representative (hereafter, "Director") to formulate such rules, procedures and interpretations as may be necessary or convenient to administer the Subdivision Code. Such rules, procedures and interpretations, and amendments thereto, shall be referred to as the "County of Orange Subdivision Manual" or the "Subdivision Manual".

Should any portion of the Manual be found to be in conflict with the provisions of the Subdivision Code, the Code provision shall govern. The Subdivision Manual is intended to supplement the Subdivision Code. Therefore, it must be read in conjunction with the Subdivision Code.

1.2 SCOPE AND PURPOSE

The County of Orange Subdivision Manual (Manual) is a supplementary guide document with identifies the procedures for administering and implementing the State Subdivision Map Act and the County of Orange Subdivision Code. The Manual provides assistance and guidance of the County requirements and procedures for processing subdivision applications.

1.3 DISTRIBUTION

Copies of the Manual may be purchased at cost from:

H.G. Osborne Building
OC Development Services
300 N. Flower St.
Santa Ana, CA 92702
Phone: (714) 667-8888
Email: occustomercare@ocpw.ocgov.com
Website: <http://ocplanning.net/code>

1.4 SUBDIVISION COMMITTEE

a. Membership

- (1) Per County of Orange Subdivision Code Section 7-9-205, the Subdivision Committee shall consist of the following members or their duly authorized representatives:
 - a) Up to six members appointed by the Director
 - b) One member appointed by the Fire Chief, Orange County Fire Authority.

- (2) The Director shall designate a chairman and vice-chairman of the Committee.
- (3) The Director shall designate an authorize alternate for each committee member with the right to vote on behalf of the committee member at his/her absence.
- (4) The County of Orange Subdivision Committee is hereby designated as an advisory agency as that term is used in the Subdivision Map Act, and shall have the authority to review and approve, conditionally approve, or disapprove tentative tract and parcel maps, and private streets.
- (5) The Subdivision Committee shall review and make recommendations to the Board of Supervisors on petitions for reversions to acreage.
- (6) The Subdivision Committee shall perform such other duties as may be specified by the Director or the Board of Supervisors.
- (7) The Director shall designate a Subdivision Committee secretary.

b. Meetings

The Subdivision Committee meets per the adopted schedule of meetings, which is generally once every two weeks, normally on Wednesday. Meetings begin at 1:30 p.m. and are conducted in the H.G. Osborne Building, 300 N. Flower St., Santa Ana, 92703, (714) 667-8800.

Subdivision Committee meetings are held in accordance with the Ralph M. Brown Act. Any person interested in a matter before the Committee may attend such meetings and present any appropriate comments and information thereat.

The hearings and meetings are available at the following link:
<http://ocplanning.net/hearing>

CHAPTER 2: TENTATIVE MAPS

2.1 SCREEN CHECK MAPS

A tentative map may be submitted for screen check at any time for the purpose of comparing the proposed map with the requirements of the Subdivision Code and for the purpose of receiving comments and recommendations from various County entities who will be involved in the review of a tentative map after it is accepted for filing.

When the appropriate number of copies of a screen check map has been submitted to the Subdivision Section and the appropriate screen check deposit has been paid, a copy will be forwarded to each reporting agency for review and comment as to the acceptability of the map for filing. Each reporting agency will review the map and forward all comments regarding the design of the map to the Subdivision Section or assigned planning manager where they will be collected and forwarded to the subdivider.

All comments submitted by each reporting agency are for information purposes only and are intended to assist the subdivider in preparing a tentative map for filing. The submittal of comments on the screen check map does not indicate that the reporting agency will not submit additional comments at a later date, nor does it imply any expressing of opinion or commitment by the reporting agency regarding approval of the tentative map. However, every attempt will be made by the reporting agencies to identify all issues possible at the time of review of the screen check map.

2.2 CEQA REQUIREMENTS

The California Environmental Quality Act (CEQA) requires the preparation of environmental information for projects. Most tentative maps are included within the types of projects that require this information. It is the subdivider's responsibility to comply with the requirements of CEQA and the Orange County Environmental Analysis Procedures as administered by OC Development Services.

No tentative map will be accepted for filing until OC Development Services has determined that the requirements of CEQA will be satisfied prior to the first required Subdivision Committee meeting on the project.

2.3 TRACT MAPS AND PARCEL MAPS

- a. Types of maps defined by the County of Orange Subdivision Code Sections 7-9-212, 7-9-231 and 7-9-232:

(1) Tentative Maps:

- **Tentative Tract Map:** A preliminary map that is used whenever a parcel or a number of contiguous parcels of land is proposed to be subdivided for the purpose of creating five (5) or more lots, five (5) or more

condominium units, the conversion of five (5) or more existing dwelling units to a stock cooperative, or a community apartment project containing five (5) or more apartment units, except as otherwise specified by Section 7-9-232 or Section 7-9-235. Tentative tract maps are made for a purpose to show design and improvements of a proposed subdivision and all existing conditions in and around it, and do not require bases of accurate or detailed land survey of the property unless required by County Surveyor.

- **Tentative Parcel Map:** A preliminary map that is used whenever a parcel or contiguous parcels of land is proposed to be subdivided for the purpose of creating less than five (5) parcels, less than five (5) condominium units, or a community apartment project containing less than five (5) apartment units, or as further defined by the County of Orange Subdivision Code Section 7-9-232. a through e. Tentative parcel maps are made for a purpose to show design and improvements of a proposed subdivision and all existing conditions in and around it, and do not require bases of accurate or detailed land survey of the property unless required by County Surveyor.
- **Vesting Tentative Map** (tract or parcel) refers to a map that meets the requirements of a tentative map above and shall have printed conspicuously on its face the words “vesting tentative map.” [or as further defined by revision to the County of Orange Subdivision Code Section 7-9-231]

- (2) **“A” Map:** Practical term historically used in the County of Orange for a Tentative, Vesting Tentative, or a Tract Map prepared by a master developer as a first “parent map” subdividing master development lots, showing major infrastructure improvements, and providing general access to the master development. In general, “A” maps would refer to a master developer’s division of land.
- (3) **“B” Map:** Practical term historically used in the County of Orange for a Tentative, Vesting Tentative, or a Tract Map that further subdivides master developer lots created by a parent “A” map and that results mostly in individual single or multi-family residential legal lots. In general, “B” maps would refer to a builder’s subdivision, (further subdividing an “A” map).
- (4) **Finance and Conveyance Map:** (County of Orange Subdivision Code Section 7-9-230)

- b. The following is a detailed listing of the submittal requirements per the State of California Subdivision Map Act, as locally adopted per the County of Orange Subdivision Code and Subdivision Manual:

APPLICATION SUBMITTAL PACKAGE		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		“A”	“B”	Parcel	OC Dev Servs	OC Survey	YES	NO	N/A	
A. INITIAL SUBMITTAL REQUIREMENTS (County of Orange Subdivision Manual, Section 2.1 – Screen Check Maps)										
1	Subdivision Application & Environmental Information Form.	√	√	√	√					See Attachment 1
2	Agent Authorization Letter.	√	√	√	√					See Attachment 2
3	Letter of Project Proposal, including Environmental Review Summary.	√	√	√	√					See Attachment 3
4	Plans – 6 copies (2 half-size scaled) of Tentative Maps, including all Elements on following pages, folded to 8 ½ x 11	√	√	√	√					See Attachment 4
5	Deposits and Fees	√	√	√	√					See current planning fee
a	Map Processing Deposit	√	√	√	√					
b	Environmental Processing Deposit (additional fees required)	√	√	√	√					
c	OCFA Review Fee	√	√	√	√					
6	Concurrent Processing Request Letter (if applicable)				√					See Attachment 5
7	Additional Planned Community Items, project specific				√					If applicable, Sec7-9-244
a	Electronic PDF files on CD, including all filling /supporting documents.	√	√	√	√	√				
b	Pre-File Meeting Documentation.	√								See Attachment 6
c	Conditions of Approval Compliance Matrix.	√	√	√	√					
B. SUBSEQUENT SUBMITTAL REQUIREMENTS (“Filing” per County of Orange Subdivision Code Sec. 7-9-245)										
8	Updated and Revised Items, listed above in 1 thru 7 (if applicable)	√	√	√	√					Per plan check comments
9	Title Report	√	√	√	√					
10	Public notification map depicting ownership within 300-ft. radius, and pre-addressed, stamped envelopes.	√	√	√	√					See Attachment 7

APPLICATION SUBMITTAL PACKAGE		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Servs	OC Survey	YES	NO	N/A	
11	Approved Fire Master Plan stapled to Tentative Map for Subdivision Committee review and approval.	√	√	√	√					See Attachment 8
12	Water District Letter prior to distribution of Subdivision Committee staff report.	√	√	√	√					See Attachment 9
13	Any deviation from standard, if applicable, must be requested by the applicant (see 2.5)									See 2.3. 2.5
14	Overview Soils and Geology Report (May be deferred by Director per OC Subdivision Code Sec. 7-9-243.b.)				√					Overview report may be prepared per Guidance in Reg Compl Matrix Items #6 & #521

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
a.	Size and Scale: Each map shall be drawn to an engineer's scale, a minimum of 8.5" x 11" up to a typical size of 36" x 48", or larger if necessary to depict applicable details.	√	√	√	√					
b.	Graphic Representation:									
1	Map boundary – heavy solid line	√	√	√	√					
2	Streets & lot lines – medium solid line	√	√	√	√					
3	Existing lot lines – light solid line.	√	√	√	√					
4	Easements – light dashed line and labeled as to intended use, whether existing or proposed, public or private, and whether to remain or quitclaimed.	√	√	√	√	√				If necessary to simplify, submit separate easement exhibit

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
5	Water lines, water courses, flood control channels, sewers, storm drains, etc. – heavy dashed line and labeled as to intended use, whether existing or proposed, and whether to remain or to be removed.	√	√	√	√					
6	Irrevocable offers of dedication – light broken line and labeled as to intended use, whether existing or proposed, and whether to remain or be abandoned.	√	√	√	√					See also Item #e.20 below, per OC Subd. Code Sec. 7-9-240.c.
c.	Information Table: The following information in a table or chart or other compact arrangement shall be prominently displayed on the lower right-hand corner of the map face.									See Attachment 10
1	Tent. Map No. assigned by County Surveyor upon application (Assessor's Parcel No.)	√	√	√		√				
2	North arrow, scale, date, number of lots, gross area, and contour interval.	√	√	√	√					
3	Names, addresses, and telephone numbers of the subdivider and the person and firm that prepared map.	√	√	√	√					
d.	Location/Boundaries: The location, description, and boundaries of the tentative map shall be clearly shown, including vicinity map, as follows:					√				

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
1	To the centerline of existing or proposed abutting local public street or arterial highway, unless not owned in fee by the subdivider. In case of different ownership, the boundary shall be to the right-of-way line.	√	√	√	√					
2	General location diagram showing the location of tentative map in relation to existing or proposed arterial highways, including the closest approximate distance.	√	√	√	√					
3	Description of tentative map boundary in sufficient details to describe the location and length of all boundary lines.	√	√	√	√					
e.	Content: The following shall be shown on each tentative map:									See Attachment 10
1	Lot or parcel layout including approx. dimensions of each	√	√	√	√					
2	A lot number and net area of each proposed building site. The net area is calculated by measuring the lot horizontally as a level plane and excluding rights-of-way easements that prohibit the surface use of the site, except easements for open space purposes on single-family lots, if applicable. (Examples of open space easements include, but are not limited to, resource preservation and scenic easements).	√	√	√	√					

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
3	Lettered lots for each parcel or lot not proposed as a building site, and an explanation of its intended use.	√	√	√	√					
4	Width and approx. locations of all existing and proposed easements or rights-of-way, public or private, for roads, drainage, sewers, water courses, flood control facilities, slope maintenance or recreation purposes.	√	√	√	√	√				
5	Locations, widths and approx. grades of all existing and proposed street and highways improvements, including intersections, medians, driveways, alleys, curbs and gutters, sidewalks, and pavement edges within the proposed tract. Said locations may be shown either on a map or by reference on a cross-section of the map.	√	√	√	√					
6	Locations, widths and approx. grades of all existing and proposed street and highways, including intersections, medians, driveways, alleys, curbs and gutters, sidewalks, and pavement edges within 200-ft. of proposed tentative map boundary.	√	√	√	√					

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
7	All watercourses, flood control and drainage facilities shall be shown along with the locations of all areas subject to inundation or flood hazard and the locations, widths and directions of flow of all watercourses and flood control channels. The contour of the land at intervals of not more than 2-ft. if slope is less than 10%, not more than 5-ft. is between 10% and 20% and not more than 10-ft. if slope is greater than 20%.	√	√	√	√					
8	Location and outline to scale of each existing building, portion thereof, or structure above ground within the subdivision, and a note whether the structure is to be removed or remain.	√			√					
9	Location of excavations within subdivision or within 200-ft.; the location of any existing walls, irrigation lines, cesspools, septic tanks, sewage leach fields, sewers, culverts, storm drains, and underground structures within the subdivision, and a note whether or not such uses are to be abandoned, removed or to remain.	√			√					
10	Location and limits of any previously filled areas within the subdivision, including any liquid or solid waste disposal sites (Hazardous materials)	√			√					

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
11	Uses proposed in the tentative map as specified by applicable or pending zoning district regulations.	√	√	√	√					
12	Type and extent of proposed street improvements, and diagrams of typical street sections.	√	√	√	√					
13	Approximate (horizontal and vertical) radius of all centerline curves on highways, streets, alleys, and vehicular accessways.	√	√	√	√					
14	Proposed method of sewage disposal and name of sewerage agency.	√	√	√	√					
15	Name of proposed water supplier.	√	√	√	√					See above
16	Drainage area tributary to the tentative map and a statement regarding the manner in which storm runoff will enter the subdivision, be carried through and be disposed beyond the subdivision – or reference to adopted/approved the Master Plan of Drainage (If applicable)	√	√	√	√					
17	Locations of all parks, including dimensions, creditable local park area and access – or a statement of compliance with approved Local Park Implementation Plan. (If applicable)	√	√	√	√					
18	Proposed finished grade elevations:	√	√	√	√					
▪	Along proposed streets and drives at 100-ft. intervals or opposite lot corners.	√	√	√	√					

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
▪	On each proposed building pad.	√	√	√	√					
▪	By contours for open space areas to be offered for dedication and for designate common areas.	√	√	√	√					
19	Clearly depict height, area, and configuration of man-made slopes, with maintenance depicted as either Type A (by public agency), Type B (by HOA), or Type C (by homeowner).	√	√	√	√					
20	Revision Block placed on each revised map and all changes clearly indicated and dated.	√	√	√	√					
21	Tentative map shall be signed by the property owner or owners of record prior to distribution to Subdivision Committee (if any portion is owned by a public agency, no signature necessary if clearly identified on map)	√	√	√	√					Per Subdivision Code Sec. 7-9-240.a & b. Title Report (per Sec. 7-9-241)
22	When any portion of a tentative map includes property on which an irrevocable offer of dedication has been made to a public agency, such portion shall be clearly identified on the tentative map.	√	√	√	√	√				Per Subdivision Code Sec. 7-9-240.c. See Appendix 1
23	Reference to Recorded Maps: If the parcel or parcels being subdivided is a parcel or parcels of a recorded parcel map, or a record of survey map filed pursuant to an approved Division of Land between May 24, 1962 and December 31,			√	√	√				See Appendix 1

ELEMENTS OF TENTATIVE TRACT & PARCEL MAPS		TYPE OF MAP			RESPONSIBILITY		SATISFIED			COMMENTS
		"A"	"B"	Parcel	OC Dev Svcs	OC Survey	YES	NO	N/A	
	1965, or a lot or lots on a recorded tract map, reference shall be made to such recorded map. If said parcel or parcels has not been shown on a recorded map, a deed or deeds of conveyance recorded prior to May 24, 1962, legally dividing such parcel or parcels from surrounding property in compliance with subdivision regulations in effect at the time of said conveyance, shall be a part of the tentative map application.									

c. Supplemental Information

In addition to the information required to appear on the face of the tentative tract map, certain other information may also be required by the Director. The determination of the Director to require the supplemental information will be made during the screen check process when possible, but may be made at any point in time prior to action on the tentative map by the Subdivision Committee. Whenever any of the information is submitted as a part of or in conjunction with a draft environmental impact report, such information shall become a part of the tentative tract application by reference and shall serve to satisfy the requirements of this section.

(1) Soils and Geology Report

A preliminary report, or reports, describing the soils and geologic conditions on the site and their effect on the feasibility of the plan of development, including the grading concept, shall be submitted with the tentative tract map, when it is determined necessary by the Director. This report, or reports, shall be prepared under the supervision of a soils engineer and/or an engineering geologist.

(2) Preliminary Grading Information

Each tentative tract map filed shall include information relative to existing geological, physical, environmental, historical and cultural features. The information shall describe and locate all of the following features that exist within the boundaries of the tentative tract.

- (a) Geological restraints such as landslides and active faults.
- (b) Areas subject to flooding.
- (c) Quantitative identification and location of existing plant masses, unique plants, and stands of trees.
- (d) Historical and cultural features.

(3) Borrow and Fill Quantities and Sites.

If borrow or fill is necessary for the project, the following information shall be provided:

A statement of the estimated volume of export or borrow earth material required, the location and preliminary grading plan of the disposal or borrow sites, and the transportation route between the tract area and the disposal or borrow site.

(4) Slope Maintenance Information

All slopes in excess of five (5) feet in height within the tract shall be identified as a Type A, Type B, Type C, or natural on the tentative tract map, and the individual, association, or agency who is to be responsible for the continued maintenance of such slopes shall be identified.

(5) Hydrology Study, if applicable ("A" master tentative map)

A preliminary hydrology study may be required at the discretion of the Director.

(6) A cut and fill plan identifying all portions of the map as cut, fill or natural, if applicable.

(7) Proposed cross sections in sufficient detail to clearly show depth of cuts and fills and inclination of slopes, both existing and proposed, if applicable.

(8) A statement of certification from the proposed sewerage agency indicating that it can adequately treat the sewage generated by the project.

- (9) A statement of certification from the proposed water supplier indicating that it holds a valid permit in accordance with Section 4010-4025 of the California Health and Safety Code can adequately serve the project.
- (10) Deviation request, if applicable (Refer to 2.5)
- (11) “Not a Part” or “Remainder” rules, per County of Orange Subdivision Code 7-9-266.

2.4 FILING PROCEDURE

Tentative maps submitted for approval shall be filed with the Director, who shall accept such maps only when he/she determines that the requirements for filing a tentative map established by this article and the Subdivision Map Act have been satisfied. The date the tentative map is filed shall be the date that the Director determines that the application is complete and can be accepted for processing. If the application is not complete, the applicant shall be notified in writing within ten days of the date the processing fees were collected of that fact and the matters necessary to complete the application. Each tract and parcel map shall be identified by a number prominently displayed on the face of the map issued by the County Surveyor. The time for processing tentative maps, as set forth in the Subdivision Map Act sections 66452, 66452.1 and 66452.2 begins when the application is complete. (County of Orange Subdivision Code Sec. 7-9-245)

a. General Plan and Zoning Consistency

No tentative map shall be accepted for filing until the Director has found that the map is consistent with the General Plan area and zoning district within which the map is located (except as set forth below).

If a screen check map is submitted, the finding of the Director on zoning consistency and General Plan consistency will be made during the screen check process.

When a tentative map that is inconsistent with the General Plan and zoning is filed in compliance with the provisions of the Subdivision Code, the map will be processed in accordance with the following procedure:

An inconsistent tentative map will be accepted only if it is filed concurrently with or subsequent to the filing of a General Plan Amendment or Change of Zone and if the tentative map is in compliance with the zoning that would become effective if adopted.

b. Submittal

When the subdivider has prepared a tentative map, including all necessary information and accompanying documents, he/she may submit it to OC

Development Services. The filing of a tentative map must include the appropriate number of copies of the map as specified by the Director, together with any required accompanying material and the filing fee.

c. Map Review

After the tentative map has been filed, it will be reviewed by all the members of the Subdivision Committee and reporting agencies in accordance with the following procedures:

(1) Distribution of copies

When a tentative map has been properly filed, and the subdivider has furnished the required number of copies, the Director will, within three days, forward a copy or copies thereof to the following:

- (a) All members of the Subdivision Committee;
- (b) The school district in which the proposed subdivision is located;
- (c) The District Director of the California Department of Transportation, if a State highway or freeway is adjacent or nearby in a way that will impact the State highway system;
- (d) Any public agency or officer having an interest in the proposed subdivision;
- (e) Any other person, firm, or organization that the Director determines to have an interest.

(2) Failure to Report

If a Reporting Agency which has been forwarded a copy of the tentative tract map does not submit comments, in writing, to the Subdivision Section within 20 calendar days after the tentative map has been forwarded, it is assumed that such Reporting Agency does not propose to make any comments regarding the subject map. If additional time is required by a Reporting Agency, a request shall be submitted to the Subdivision Committee. Although the tentative map will be processed on that assumption, any comments received subsequent to the 20-day time period will be considered by the Subdivision Committee if received before action is taken on the map.

d. Public Hearings

Subdivision process shall require a public hearing with public notification.

2.5 DESIGN EXCEPTION / DEVIATION REQUEST

The design exception/deviation request documents engineering reasons once project features do not meet established design standards. For this reason, it must be signed and stamped with an engineer's seal and approved by the Director of OC Public Works or the person whom approval authority has been delegated.

2.6 SUBSTANTIAL CONFORMANCE

The Director of Orange County Public Works or his/her authorized representative shall have the discretion to make a determination, in writing, regarding parcel and tract maps substantial conformance with approved tentative maps (as defined in Section 2.3) and associated grading plans, based on the following criteria:

1. **Subsequent Grading Plans (GA or GB)** are in substantial conformance with previously approved Tentative Maps if:
 - a. Limits of grading are within the boundaries shown on the tentative map, and
 - b. All slopes remain in conformance with Subdivision Code Section 7-9-283 Man Made Slopes, and
 - c. The proposed grading revisions will not result in circumstances contrary to the public health and safety and general welfare, and
 - d. The proposed grading does not affect the applicability or implementation of any of the Conditions of Approval or Mitigation Measures.
2. **“B” Tentative Tract Maps** are in substantial conformance with the parent “A” Tentative Tract Map if:
 - a. The overall project configuration, including boundary and lots/parcel layout, does not affect the applicability or implementation of any of the Conditions of Approval or Mitigation Measures, and
 - b. The quantity of legal lots, parcels or units is not exceeded, unless otherwise identified by approved tentative map. Legal lots include numbered lots (which may not increase in quantity) and lettered lots, which may not increase in quantity, but may be further modularized for ownership and/or maintenance purposes (i.e., Lot A could become Lots A1, A2, A3, etc.)
3. **Tract Map or Parcel Map** is in substantial conformance with the applicable “A” or “B” Tentative Tract Map or Tentative Parcel Map if:

- a. Project configuration, including external or internal boundary, and lots/parcels layout, does not affect the applicability or implementation of any of the Conditions of Approval or Mitigation Measures, and
- b. The quantity of legal lots, parcels or units is not exceeded, unless otherwise identified by approved tentative map. Legal lots include numbered lots (which may not increase in quantity) and lettered lots, which may not increase in quantity, but may be further modularized for ownership and/or maintenance purposes (i.e., Lot A could become Lots A1, A2, A3, etc.)

2.7 REVISIONS TO TENTATIVE MAPS (No Public Hearing Required)

Pursuant to the County of Orange Subdivision Code Section 7-9-257(b), the Director of Orange County Public Works or his/her authorized representative shall have the discretion to approve minor revisions to previously approved tentative maps to ensure consistency with subsequent Grading Plans (GA or GB), “B” Tentative Tract Map and/or Tract Map or Parcel Map, based on a finding that the revision has no significant effects and complies with the spirit and intent of the original approving action, and specifically if both of the following criteria are met:

1. If any of the substantial conformance criteria (Section 2.6) are exceeded, either a revision (per Section 2.7) or a modification (per Section 2.8) is required.
2. If none of the other modification criteria (per Section 2.8) are exceeded, a revision to the Tentative Map is applicable and no public hearing is required.

2.8 MODIFICATION TO TENTATIVE MAPS (Public Hearing Required)

If the Director of Orange County Public Works or his/her authorized representative compares an applicant’s previously approved tentative map with subsequent grading plan, tentative map or proposed final map and determines that any of the consistency thresholds below are exceeded, the applicant shall request a modification of the previously approved tentative map and/or conditions of approval, pursuant to County of Orange Subdivision Code 7-9-257(a), which requires Subdivision Committee approval at a public hearing. If any of the following thresholds are exceeded, a Modification is required:

1. An increase in the quantity of legal lots/parcels on the proposed Tract Map or Parcel Map. Legal lots include numbered lots (which may not increase in quantity) and lettered lots, which may not increase in quantity, but may be further modularized for ownership and/or maintenance purposes (i.e., Lot A could become Lots A1, A2, A3, etc.) or
2. Significant relocation of legal lots, parcels or units that affect conformance with conditions of approval related to off-site traffic and circulation patterns, off-site drainage, and/or compatibility with surrounding properties, or

3. The overall project configuration affects the applicability or implementation of any of the Conditions of Approval or Mitigation Measures, or
4. Existing or approved roads, utilities, easements, and street names are being affected.

CHAPTER 3: STANDARDS OF DESIGN

3.1 PRIVATE STREETS

Private streets do not receive services of public agencies for enforcement of the California Vehicle Code or maintenance.

- a. Private streets shall be permitted as follows:
 - (1) In condominiums when blended in with the common area.
 - (2) In commercial tracts as an integral part of the parking area.
 - (3) In restricted access (gated) communities.
 - (4) In residential parcel map developments where it is obvious that the proposed private streets will serve very few parcels.
 - (5) As extensions of existing private streets, in which case consideration shall be given to requiring public street standards within an easement to be offered for dedication but not accepted.
- b. Private streets shall comply with the adopted standards for public streets, building setbacks, vehicle and pedestrian circulation, and safety.
- c. Developers shall provide at their sole expense all traffic studies, maps, and exhibits required to support a request for installation of traffic control devices along private streets and shall bear all costs to install and maintain the devices. The traffic control devices shall conform with the standards utilized on public highways.

3.2 FIRE PROTECTION

For detailed information regarding the reduction of fire hazard at the natural open space/urban development interface, the users of this Manual are directed to the Orange County Fire Authority.

3.3 ENVIRONMENTAL HEALTH

For detailed information regarding development standards for solid waste collection, separation of water and sewer lines, the users of this Manual are directed to the local water and sewage agencies.

CHAPTER 4: TRACT MAPS AND PARCEL MAPS

Tract and Parcel Maps, as referenced herein, are consistent with the Final Map and Parcel Map definition within the State of California Subdivision Map Act (Refer to SMA 66433 and 66444)

4.1 PROCEDURES

a. Surveying and Mapping

- (1) The surveyor or Engineer authorized to practice land surveying, shall perform the field surveying and mapping in accordance with the Subdivision Map Act, the Land Surveyor's Act, the Subdivision Code, the Zoning Code, and this Manual. The Surveyor will be required to make a statement as to the accuracy of the survey work as shown in Section 4.2 (j) of this Manual. No parcel map may be compiled from record data. (Article 3. Parcel Maps Section 66448 as specified above)
- (2) A tract or parcel map may be divided and recorded in phases in compliance with a phasing proposal approved by the Director, provided it complies with the following provisions:
 - (a) Those amenities and improvements to be provided for the benefit and enjoyment of the future occupants of the entire subdivision shall be provided in the first phase, unless otherwise approved by the Director.
 - (b) Any phased recordation shall provide for all of the amenities and improvements necessary for that phase so that it is not dependent on an unrecorded portion of the tentative map.
 - (c) Any phased recordation of a portion of the area of a tentative map shall be in compliance with the provisions of an applicable discretionary zoning permit when the approval of the tentative map was based on the approval of such permit.
 - (d) The portion of the tentative map not included in phase for recordation shall be sufficient as to size, shape, topography and access so that it may be further subdivided in conformance with the requirements of the applicable zoning regulations, and such phased recordation will not result in the omission of the installation of improvements normally required as a condition of approval of the tentative tract map.
 - (e) Such phased recordation will not create any unnecessary conditions or situations that will be incompatible with existing and possible future uses of adjacent properties.

- (f) When a Final map is recorded in phases, the map number used for the original tentative map shall be used to record the final phase.
- (g) The distinctive border of any tract or parcel map shall be tied to the California Coordinate System in at least two places, preferably on opposite sides of the map, as approved by the County Surveyor (See Appendix 3). Note: If the boundary of the tract or parcel map being submitted is a lot or parcel of a map already tied to the California Coordinate System, CCS83, Zone VI, OCS 2007.00 Epoch Adjustment or current adjustment as directed by the County Surveyor, this requirement may be waived.

b. Tract Map or Parcel Map Submittal and Preliminary Review (Prints)

The subdivider shall submit to the County Surveyor a sufficient number of prints of the map, as specified by the County Surveyor, for distribution to all interested County agencies, departments and divisions for their preliminary review and comments.

c. Tract Map or Parcel Map Submittal and Review (Original)

When the County Surveyor is satisfied that a map has been or is being brought into compliance with applicable laws, ordinances and requirements, he/she shall request the subdivider to submit the original of the tract or parcel map for review.

The applicant shall make a sufficient number of prints of the tract or parcel map for distribution. These copies should be submitted at least 50 days prior to the expiration date of the tentative map to allow for review and processing. Each County unit shall review the map for compliance with the provisions of the Subdivision Map Code, the Zoning Code, this Manual and any other applicable County ordinance or requirement, and with the approved tentative map and conditions of approval thereof relative to matters coming under its jurisdiction. Each such unit shall inform the surveyor/engineer and/or the subdivider of the corrections deemed necessary to bring the map into compliance with such applicable laws, ordinances and requirements. When each unit makes a finding that the map and all accompanying proposals for dedications and improvements are in compliance with all applicable requirements, such unit shall forward a report to the Manager, Subdivision and Grading Services certifying compliance.

No agency, department or division shall forward a report of compliance to the Manager, Subdivision and Grading Services until such unit has found the map to be in compliance with all of the applicable requirements within its jurisdiction.

d. Letters of Compliance

County Engineer or OC Development Services responsible for checking

conformance of tract maps and parcel maps shall report in writing to the Manager, OC Development Services within five working days after making a finding that the map has been brought into such compliance.

e. Subdivision Committee Review

At the request of the subdivider, the County Surveyor shall forward the map to the Subdivision Committee for a finding of conformance whenever he or any other reporting County agency, department or division finds that the map does not or cannot be made to comply with all applicable requirements and the subdivider does not agree to make the changes considered necessary to bring the map into conformance.

f. Tract Map or Parcel Map Checking Fee and Parcel Map Filing Fee

The owner or subdivider shall pay a tract map or parcel map-checking fee to the County Surveyor for examining and checking maps located in the unincorporated territory of the County of Orange.

This fee shall be as stated in the "Fee Resolution", adopted by the Board of Supervisors. The County Surveyor shall not accept or review any map (including preliminary review or boundary check) until the deposit is received. The County Surveyor shall not submit any map to the County Recorder for recordation until all map checking fees are paid. In any case where the cost of map checking is less than the deposit, the remainder will be refunded within 60 days after the recordation of the map.

g. Evidence of Title

The evidence of title required by the provisions of Section 66465 of the Subdivision Map Act shall be a preliminary subdivision report or title guarantee issued by a title company authorized by the laws of the State of California to write the same, showing the names of all persons having any record title interest in the land to be subdivided, together with the nature of their respective interests therein as of the date the map is to be recorded. The liability under the said report shall be not less than \$1,000.00.

h. Time Limit for Recording Tract Map or Parcel Map

Once a timely filing is made, subsequent actions of the local agency, including, but not limited to, processing, approving, and recording, may lawfully occur after the date of expiration of the tentative map. Delivery to the county surveyor or city engineer shall be deemed a timely filing for purposes of this section (Section 66452.6 (d) of the Subdivision Map Act).

The time limit for recording a tract or parcel map is based on a period of 24

months after the approval of the Tentative Map, or after any additional period of time as may be prescribed by the County of Orange Subdivision Code.

4.2 SPECIFICATIONS AND REQUIREMENTS

a. Materials

The tract map or parcel map shall be legibly drawn, printed or reproduced by a process guaranteeing a permanent record in black on polyester base film. Certificates may be legibly stamped or printed upon the map with black opaque ink. The ink surface shall be coated with a suitable substance to assure permanent legibility. The ink used on polyester base film should be the type made specifically for such material. All signatures and notary seals shall be original.

b. Size

The size of each sheet shall be 18 inches by 26 inches. A marginal line shall be drawn completely around each sheet, leaving an entirely blank margin of one inch.

c. Orientation

Each map sheet and the lettering thereon shall be so oriented that, with north point directed away from the reader, the map may be read most conveniently from the bottom right corner of such sheet, i.e., from a southeasterly orientation.

d. Index Map

If more than two map sheets are used in preparing the tract map or parcel map, there shall be included either on the title sheet or first map sheet an index map showing the general plan of the subdivision (including streets) and the portions thereof included on each map sheet.

e. Data to be shown on all sheets of the tract map or parcel map in the top left corner of sheet, unless otherwise noted.

- (1) The sheet number and the total number of sheets.
- (2) The total number of lots or parcels within the subdivision.
- (3) Total acreage of property included within the subdivision.
- (4) The engineer's or surveyor's name registration or license number.
- (5) Indicate whether map is:

Portion of Tentative Tract No. _____
All of Tentative Tract No. _____
Final Unit of Tentative Tract No. _____

- (6) Survey date or dates performing the field survey.
- (7) The tract map or parcel map number shall be prominently lettered at top of sheet. Tract and parcel map numbers are obtained from the County Surveyor's Office upon completion of a number assignment form and payment of the appropriate fee.
- (8) The words "In Unincorporated Territory of the County of Orange, State of California" shall be lettered directly below the tract or parcel map number.

f. Additional Data to be Shown on the Title Sheet or Sheets

- (1) A description of the property being subdivided containing the name and legal designation of the tract, section or grant in which the property is located, indicating if the subdivision is all or a portion of said tract, section or grant.
- (2) Reference to a soils report, a geologic report, or soils and geologic reports on tract maps (when applicable).
- (3) Certificates and acknowledgments as required by the Subdivision Map Act. These certificates must be in substantial conformance with those in the County Surveyor's "Sample Certificate" publication, available from the County Surveyor. Certificates should be signed with black opaque waterproof ink, not felt tip pens or similar material.
- (4) Basis of bearing note or reference to sheet showing same.
- (5) Datum Statement identifying the Epoch along with mean combination factor. (Subdivision Code Section 7-9-337)
- (6) Monument Notes

g. Additional Data to be Shown on Each Map Sheet

- (1) The scale of the map.
- (2) North arrow.
- (3) Monument note placed on one map sheet with reference to that sheet made on all other map sheets. Each monument shown may be individually described. Found monuments shall be identified by closed symbols, set

monuments by open symbols, and GPS Ties as closed triangles.

- (4) The relation of each map sheet to adjoining map sheets.

- (5) Lot/parcel numbers

The lots/parcels shall be numbered consecutively commencing with the number 1, except as otherwise provided herein, with no omissions or duplications. Each numbered lot/parcel shall be shown entirely on one sheet. No alphabetically designated lot/parcel shall be considered or approved as a building site, and this fact shall be noted on the map. The purpose of each lettered lot shall be noted on the map.

- (6) Lot/parcel areas

A building site area as defined in OC Zoning Code Sec. 7-9-126 (d) (1&2) of each proposed lot/parcel shall be shown. Areas should be indicated in Net if lot/parcel is encumbered by an easement. For lot/parcel with areas less than one acre, the areas shall be shown in square feet (s.f.).

- (7) Curve data

The length, radius, and total central angle of each curve; the bearings of terminal radii of each non-tangent curve; the bearings of radials to each lot/parcel corner located on a curve; and the length and central angle of each segment within each lot/parcel shall be shown, the length, radius, and total central angle of all central angle of all centerline curves.

- (8) Boundary lines

- (a) The boundary line of the tract or parcel map shall be indicated by a solid continuous black line approximately three times as wide as the general drafting on the map. Minimum line width of the boundary line should be 0.045 of an inch.
- (b) The boundary line of the tract or parcel map along any street shall be carried to the limits of ownership along or within said street or as approved by the County Surveyor.
- (c) On each map there shall be clearly shown and identified all monuments found, set, reset, replaced or removed, describing their kind, size, and location, and depth below the existing surface; giving other data relating thereto, together with ties to sufficient corners of adjoining tracts, sections, street center lines, or other surveys of property, as may be necessary to locate the limits of the subdivision. All boundary lines, which are controlled by

previously recorded deeds or maps, shall have appropriate reference notes to said controlling documents drafted in the vicinity of and arrowhead to said lines.

- (d) Any city or county boundary line adjoining the tract or parcel map shall be clearly shown by proper symbol and labeling and, if necessary, located and monumented.

(9) Monuments

Monuments shall be set which conform to the following requirements. Any deviation in character or position requirements of set monuments must be approved by the County Surveyor.

(a) Boundary monuments

Each tract or parcel map shall indicate the setting of durable monuments, at each boundary corner or at an offset to the boundary corners, and at intermediate points. As determined by the County Surveyor or his designated representative. The position and character of each found and set monument shall be shown on the map. Any monument found or set shall have its relationship to the surface of the ground shown on the map. The BCs, ECs, PRCs, and PCCs along the street R/W need not be set if the street centerline is monumented and tied out at these locations.

All Corners set on the distinctive boundary of a tract or parcel map, or on any interior lot or parcel line to be further subdivided, or a Record of Survey for the purposes of future subdivision, shall meet the following criteria:

A 2" I.P. tagged LS/RCE #####; or a lead & tag stamped LS/RCE ##### set in concrete; or an 8" spike & Washer stamped LS/RCE ##### in asphalt; or a tag LS/RCE ##### secured with epoxy.

(b) Lot/parcel monuments

All lot and parcel corners for all tract maps, parcel maps, Records of Survey, Corner Records, lot line adjustments, and certificate of compliance's, shall meet the following criteria:

A 1" I.P. tagged LS/RCE #####; or a lead & tag stamped LS/RCE ##### set in concrete; or an 8" spike & Washer stamped LS/RCE ##### in asphalt; or a tag LS/RCE ##### secured with epoxy.

(c) Center line monuments

All center line intersections of streets and alleys, the beginning and end of curves, and boundary lines produced to intersect with a centerline shown on all tract maps, parcel maps, Records of Survey, Corner Records, lot line adjustments, and certificate of compliance's, shall meet the following criteria:

An 8" spike & Washer stamped LS/RCE ##### in asphalt; or a lead & tag stamped LS/RCE ##### set in concrete; or a 1" I.P. tagged LS/RCE ##### in median; Orange County Type A or B survey wells, or equivalent, with subsurface monuments, the number and location of such monuments shall be as directed by the County Surveyor.

(d) Monument ties

The engineer or surveyor under whose supervision the survey has been made shall furnish a set of Corner Records to the County Surveyor. The Corner Records must be of such form and content as needed to conform to the standardized records of the County Surveyor and be acceptable to him. A Record of Survey showing all ties may be substituted for the Corner Records at the option of the surveyor/engineer. The Corner Records shall show the bearings and distances between monuments marking the public street center line intersections, and other center line control points which are set or found and sufficient number (not less than four) durable distinctive tie points (lead and tack or equal). The Corner Records will also show the geometric relationship between all monuments shown by direct bearing and distance ties, or coordinate values (See Appendix 8 & 9).

(e) Deferment of setting of monuments

The map shall show which monuments are set and which monuments are to be set on or before a specified date, no later than 90 days of acceptance of improvements if any. All monuments, monument ties and Corner Records so deferred shall be agreed to be set and furnished by the subdivider. Such agreement shall be accompanied and guaranteed by adequate and acceptable security guaranteeing the payment of the cost of setting such monuments. The amount of the security posted must be agreeable to the County Surveyor. The County Surveyor, at his discretion, may require the placing of some or all monuments sufficient to control the boundary prior to the specified date mentioned above.

(f) Identification marks on set monuments

All monuments set as required herein shall be permanently and legibly marked or tagged with the registration or license number of the engineer or surveyor under whose supervision the survey was made.

(g) Identification marks on found monuments

Monuments found and accepted for control of boundary lines and which are not marked with the registration or license number of an engineer or surveyor, or agency shall be marked with the registration or license number of the engineer or surveyor under whose supervision the survey was made and so indicated on the map.

(h) Monuments found out of position

When a boundary monument is found out of position, a new monument should be placed at the proper position, or an offset position, if by doing so, does not disturb or the found monument. Monuments out of position shall be shown accentuated in scale on the map with a bearing and distance from the corner to the monument (see Sec. 4.2 j (6)(d)).

(i) Improvements along boundary lines

Improvements used as lines of occupation or those that conflict with the determination of a line or point shall be clearly identified on all tract maps, parcel maps, Records of Survey, Corner Records, lot line adjustments, and certificate of compliance's. The Surveyor or Engineer preparing all maps for planning approval, will be required to make a statement that there are no conflicts with adjoining improvements. If conflicts exist, they shall be shown on the tract map, parcel map, or Record of Survey (See Appendix 7 & 7.1).

(j) Post Construction Record of Survey or Corner Records

With the concurrence with the County Surveyor, a Post Construction Record of Survey or Corner Records may be allowed, in cases where the rear interior lot/parcel corners of a new subdivision are obstructed by retaining walls, block walls, or other structures, that make setting monuments impractical. The location of the wall in relation to the lot/parcel corner shall be shown on a

Record of Survey or Corner Record and will be recognized as a sufficient monument for the purposes of a monument bond release.

A Certificate of Correction shall be filed with the County Surveyor identifying the references to the Record of Survey or Corner Records (See Appendix 10).

(k) Monument bond release

Within five days after the final setting of all monuments has been completed, the engineer or surveyor preparing the map shall give notice that the final monuments have been set. The County Surveyor's Office shall perform a field check to verify that all monuments and ties have been set, and in conformance with the notes on the map. If the surveyor uses the OC Monument Inventory App when setting a monument, this will be acceptable evidence that the monument was set, and the field inspection shall be waived. When the County Surveyor is satisfied that all monuments have been set, or a Post Construction Record of Survey or Corner Records has been filed, and the surveyor/engineer has provided evidence of payment for setting said monuments, the bond will be released to the owner (See Appendix 11).

(10) Boundary control

- (a) All deed references controlling the boundary should be delineated on the map.
- (b) References shall be made to the most appropriate record data controlling the boundary.
- (c) Notes shall be placed on the map showing how points or lines were established.
- (d) Lines of occupation and distances from a boundary line shall be shown on the map when occupation is used to substantiate boundary establishment.
- (e) When the boundary of a tract or parcel map covering a large area is tied to the California Coordinate System, said ties shall be made at two locations, preferably at opposite sides of the map, as approved by the County Surveyor.

(11) Map delineation

- (a) An overall bearing and distance should be shown between the extremities of a line, together with distances between the increments.
 - (b) An overall bearing and distance should be shown along the distinctive border line, with distances only shown along the increments.
 - (c) When there are several points at one location or close together, a separate detail shall be placed on the map for clarification.
 - (d) Found monuments shall have a solid symbol shown accentuated in scale when not occupying accepted position and set monuments should have an open one.
 - (e) To avoid cluttering, maps should have a Title sheet with certificates only, plus additional sheet(s) for mapping.
- (12) Easements, limited/irrevocable offers of dedication and right-of-way
- (a) Easements and limited/irrevocable offers of dedication should be denoted by broken lines unless unusual circumstances dictate otherwise.
 - (b) Easements and limited/irrevocable offers of dedication should be shown with adequate data to locate the easement and offer irrevocable offer of dedication definitely with respect to the adjacent property lines and so that the net area of each lot/parcel may be computed.
 - (c) Easements and limited/irrevocable offers of dedication shall be clearly labeled and identified. If already of record, proper reference to the record shall be given. Easements and offers being dedicated shall be so indicated in the certificates of dedication and acceptance and on the map sheet. Easements and offers/irrevocable offers of dedication not being dedicated shall show a note on the map sheet adequately defining the status thereof.
 - (d) The map shall show each existing railroad right of way, flood control right-of-way, limited/irrevocable offer of dedication, drainage or floodplain easement and such other easements pertinent to the map with appropriate references.

- (e) The center line of each street or alley within the subdivision shall show the total width thereof, the half width on each side of the center line thereof, and the width of that portion to be dedicated shall be shown. The bearing and length of each center line and side line tangent, and the radius, central angle semi-tangent and length of each curve shall be shown except as approved by the County Surveyor.

- (f) Limited access designation

When vehicular access between any lot/parcel and any street is to be restricted, the vehicular access rights released and relinquished to the County of Orange shall be indicated by an appropriate certificate on the title sheet indicating all exceptions to access restrictions. A note to that effect shall be lettered along the street adjacent to the affected lots/parcels on the map sheet.

- (g) Easements to be abandoned

When an existing public easement is to be abandoned or “vacated” by a tract map, or parcel map, it shall be referenced in an abandonment note placed on the Title Sheet with reference to the document that created the easement. This abandonment must also be acknowledged in the Clerk of the Board certificate/statement.

- (h) Parcel/Tract Map Dedication Note

Per Section 66447 (c) and Section 66439 (d) of the Subdivision Map Act, for Parcel Maps and Tract Maps respectively, please use one of the following statements in the Ownership Certificate (check with the city/county as to how they want the dedication, i.e. easement or fee.):

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES: (List street names)

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS IN FEE TITLE FOR PUBLIC PURPOSES: (List street names)

- h. Street Names

Each public or private street, alley way, drive, etc., which is to be used for

addressing or required for emergency service access shall be named. The proposed name shall be submitted to the County Surveyor prior to final approval of the tract or parcel map. All private streets shall be labeled as such.

i. Survey Practice

The practice and procedures of all surveys made for all tract maps, parcel maps, Records of Survey, Corner Records, lot line adjustments, and certificate of compliance's shall comply with the Professional Land Surveyor's Act and shall be in conformance with the accepted standards of the surveying profession.

The acceptable error of field survey closure should not exceed 1 part in 10,000 for conventional surveying methods.

The maximum allowable Relative Positional Precision for any survey is 2 cm (0.07 feet) plus 50 parts per million (based on the direct distance between the two corners being tested).

"Relative Positional Precision" means the length of the semi-major axis, expressed in feet, of the error ellipse representing the uncertainty due to random errors in Measurements, in the location of the monument, or witness, marking any corner of the Surveyed property relative to the monument, or witness, marking any other corner of the surveyed property at the 95 percent confidence level (two standards deviations). Relative Positional Precision is estimated by the results of a correctly weighted least squares adjustment of the survey.

j. Ties to Horizontal Control/Digital Map Submission

NOTE: "CCS83" below refers to the North American Datum of 1983 Lambert Projection Zone 6, 2007, OCS GPS or current epoch as directed by the County Surveyor. California Coordinate System, Public Resources Code Section 8801-8819.

- (1) The surveyor or engineer shall show ties made to the Orange County Real Time Control Network.
- (2) The surveyor or engineer preparing the tract or parcel map shall tie the longest base line shown on the map into the CCS83 in at least two locations, preferably on opposite sides of the boundary or as mutually agreed to by the surveyor or engineer and the County Surveyor.
- (3) The Basis of Bearings for all tract maps, parcel maps, Records of Survey, Corner Records, lot line adjustments, and certificate of compliance's shall be based on CCS83 when applicable, as established by the use of existing

monuments or the Orange County Control Network (See Appendix 2, 3, & 4). Note: If the boundary of the tract or parcel map being submitted is a lot or parcel of a map already tied to the California Coordinate System, CCS83, Zone VI, OCS 2007.00 Epoch Adjustment or current adjustment as directed by the County Surveyor, this requirement may be waived.

k. Digital Submission

- (1) The surveyor or engineer preparing a tract or parcel map shall submit to the County Surveyor, a digital graphics file containing the boundary, street centerline, right-of-way and lot/parcel line data necessary to facilitate transferring of the file into the Land Information System if the surveyor or engineer has the capability to provide such files. At the written request of the surveyor or engineer, the County Surveyor will create such a graphics file for entry into its system and recover the cost through the map check process (See Appendix 2, 2.1, 2.2, & 2.3).

CHAPTER 5: REVERSIONS TO ACREAGE

5.1 PROCEDURES

A petition for Reversion to Acreage shall be in the same form and contain the same information as required for tentative tract maps or tentative parcel maps dependent upon the number of parcels being reverted. The petition (tentative map) is processed the same way as tentative tract maps and tentative parcel maps with the exception that said petition is reviewed by the Subdivision Committee for purposes of making a recommendation thereon to the Director; and is then forwarded through the Planning Commission to the Board of Supervisors for final action thereon at a Public Hearing. The Board of Supervisors must approve or disapprove the petition (map) including any proposed vacations or abandonments of dedications or offers of dedication. The Reversion to Acreage shall be effective upon the final map being filed for record by the County Recorder.

CHAPTER 6: CERTIFICATE OF COMPLIANCE

6.1 APPLICATION

Any owner of real property may file an application for a Certificate of Compliance on such property.

Application for a Certificate of Compliance shall be filed with the Manager of OC Development Services, accompanied by the appropriate fee in accordance with the following:

- a. A letter of request shall be submitted setting forth details of the application.
- b. A map shall be submitted, drawn on a Certificate of Compliance map form available from OC Development Services. The map shall be legibly drawn in ink to an engineer's scale with the scale shown on the map. The following information shall be included on the map:
 - (1) The boundary of the subject property with dimensions.
 - (2) The gross and net area.
 - (3) Location, width, and names of all adjacent streets and roads.
 - (4) If there are existing improvements on the site, or along the adjacent property lines, the locations of said improvements shall be based on a current field survey, with dimensions to nearest property line. The obligations set forth in Section 8762 of the Professional Land Surveyors Act are applicable.
 - (5) Location, size, and type of all existing utilities and easements.
 - (6) Vicinity Map.
 - (7) Name, address, telephone number, and signature of current property owner.
 - (8) Name, address, and telephone number of the person preparing the map.
 - (9) Current zoning on the property.
 - (10) Current Assessor's Parcel Number.
 - (11) If a field survey is performed (Item 4 above), sufficient monuments will be

required as directed by the County Surveyor and a record of survey shall be filed per PLS Act, Section 8762.

- c. The application shall also include:
- (1) A legible copy of the current owner's grant deed or contract of sale.
 - (2) A map and copies of deeds of all other property owned by the applicant that is contiguous to the subject real property.
 - (3) Documentation of recorded access to the subject property unless abutting a public street.
 - (4) A legal description for the subject property to be typed on plain white paper, 8½" x 11" in size. This legal description shall be reproducible so as to yield a legible copy that can be used as a part of a recorded Certificate of Compliance.
 - (5) Record of Survey or Corner Record if the boundary and improvement locations are based on a current field survey.
 - (6) Current Preliminary Title Report

6.2 PROCESSING

- a. Within 20 days of receipt of a completed application, the Director will determine whether the subject real property complies with the provisions of the Subdivision Map Act and of the Subdivision Code. If the Director finds that development of such real property is contrary to the public health or public safety, a Certificate of Compliance shall not be issued and no further action shall be taken on such application unless such finding is appealed.
- (1) If the Director determines that such real property complies with the provisions of the Subdivision Map Act and of the Subdivision Code and is not contrary to the public health or public safety, he will certify the Certificate of Compliance is in compliance, then forward such determination, together with such documents and information as necessary, to the office of the County Surveyor for checking of the map and legal description.

Once the map and legal description have been checked and the necessary corrections have been made by the applicant, the County Surveyor shall certify that the map and legal description are correct and shall transmit the Certificate of Compliance by the applicant's bonded Title Insurance

Company for recordation.

- (2) If the Director determines that such real property was not divided in compliance with the provisions of the Subdivision Map Act and of the Subdivision Code that were applicable at the time the property was divided, but that the proposed project is not contrary to the public health or public safety, he will review the application, and approve, conditionally approve, or disapprove the application. If the Director's decision is to approve the application, he will impose such conditions, in compliance with the provisions of the Subdivision Map Act and the Subdivision Code, as would have been applicable to the division of the property at the time the current owner acquired the property. Any conditional approval of the application shall be by means of a certificate signed by the Director wherein the conditions of approval are set forth.

If the Director makes a determination to approve a Conditional Certificate of Compliance, the map and legal description will then be forwarded to the office of the County Surveyor for checking.

Once the map and legal description have been checked as to survey content only and the necessary corrections have been made by the applicant, the County Surveyor shall certify that the map and legal description are correct and shall transmit the Conditional Certificate of Compliance to the applicant's bonded Title Insurance Company for recordation.

Such certificate shall serve as notice to the property owner who has applied for the certificate, a grantee of the property owner, or any subsequent transferee or assignee of the property that the fulfillment and implementation of such conditions shall be required prior to subsequent issuance of a permit or other grant of approval for development of the property.

If the application is disapproved by the Director, further action shall be taken on the application

When a waiver from the requirement for recording a parcel map, in accordance with the provisions of Subarticle 13 of the Subdivision Code, has been approved by the Subdivision Committee, a Certificate of Compliance must be recorded in order to legally establish the parcels shown on the tentative parcel map. The Certificate of Compliance must be recorded within the period of validity of the tentative map. The application for the Certificate of Compliance must be made in accordance with the procedure set forth in Subarticle 15.1 of this Manual. The map

and legal description will then be forwarded to the office of the County Surveyor to be examined and if necessary, corrections made by the applicant, the County Surveyor shall certify that the map and legal description are correct and shall transmit the Conditional Certificate of Compliance to Director for recordation. The boundary of the waiver will be based on a field survey, and the surveyor/engineer shall set sufficient monuments in conformance with Sec. 7-9-310 of the County of Orange Subdivision Code. The County Surveyor will review each application to determine if a Record of Survey is required per Section 8762 of the Professional Land Surveyors Act (See Appendix 6).

CHAPTER 7: LOT LINE ADJUSTMENT

7.1 GENERAL INFORMATION

The Government Code specifies that the Subdivision Map Act is not applicable to proposed Lot Line Adjustments between four or fewer existing adjacent parcels, where the land taken from one parcel is added to an adjacent parcel, and where a greater number of parcels than originally existed is not thereby created. The Lot Line Adjustment is a procedure that may be used under certain specified circumstances as a method for making minor revisions to property lines between four or fewer existing parcels. The Director or designee shall have the final authority to administratively approve, conditionally approve or disapprove the proposed Lot Line Adjustment.

7.2 FILING INSTRUCTIONS

The following instructions are intended to provide the necessary information and procedures to facilitate the processing of Lot Line Adjustment applications.

a. Requirements for Filing Application

Completion of the Lot Line Adjustment Application requires basic information regarding ownership and legal descriptions of the properties involved, a title report for each separately owned property, the preparation of maps illustrating the proposal, and the payment of processing fees. The legal owners of the parcels involved are responsible for the accuracy of all information submitted in connection with this application.

Some required items are documents that will be recorded; therefore, the forms must be typed, and the exhibits drawn legibly. Also, to assure the reproducibility of the documents, black ink must be used on all forms and maps.

To accurately compile the information required, the Lot Line Adjustment Application must be prepared by a person authorized to practice land surveying pursuant to Sections 8700 through 8805 of the Business and Professions Code, State of California.

b. Criteria for Acceptance

A Lot Line Adjustment may be accepted when the proposal complies with the following:

- (1) The project site described in the proposal consists of legal parcels/lots.
- (2) Any land taken from one parcel/lot will be added to an adjacent parcel/lot

and no additional parcels/lots will result from the Lot Line Adjustment.

- (3) The project complies with the requirements of the California Environmental Quality Act.
- (4) The proposal is consistent with the General Plan.
- (5) The parcels/lots proposed by the Lot Line Adjustment will not create conflict with current zoning and building regulations.
- (6) The proposed Lot Line Adjustment will be prepared in accordance with the most current County of Orange Building and Zoning Code.

c. Items to be Submitted

Forms and filing instructions should be obtained from the OC Community Development Division. The applicant shall use the 8½" x 11" forms provided.

(1) Application for lot line adjustment

This form must be filled out completely. The record owners of all parcels/lots involved must sign the application form. Each signature must be notarized. If the record owner is a corporation, the signing officer's name and title must appear below his or her signature. Full legal descriptions for the existing parcels/lots must accompany the application. A copy of the grant deed and title report for each parcel/lot must accompany the application.

(2) Exhibit "A" - legal descriptions

This must include the names of the current record owners, assessor parcel numbers and legal descriptions of the proposed parcels/lots. This form must be typed, as it will be one of the recorded documents. The licensed land surveyor or registered civil engineer who prepares the legal description must sign at least one page of Exhibit "A" along with his/her stamp or seal and the expiration dates of the license or registration per the Professional Land Surveyors' Act, Section 8761.

(3) Exhibit "B" – Map to accompany legal description

The map must be drawn in black ink on the 8-1/2" x 11" forms supplied. The map must be clear, readable, and provide the following information:

- (a) Map scale and north arrow must be shown.

- (b) The location of the project site in relation to existing streets and the distance to the nearest cross street must be shown. It must be detailed enough to allow someone not familiar with the area to locate the project site.
- (c) The existing and proposed parcel/lot layout must be shown. Bearings and distances for all parcel/lot lines must be shown. A solid line three times heavier than the next heaviest line on the map for proposed property lines, solid lines for existing lot lines and dashed lines for existing lot lines to be adjusted must be used.
- (d) A number for each new parcel/lot (Parcel 1, Parcel 2, etc.) must be used. A building site area as defined in OC Zoning Code Sec. 7-9-126(d)(1&2) of each proposed lot/parcel shall be shown. Areas should be indicated in both Net and Buildable if lot/parcel is encumbered by an easement. For lots/parcels with areas less than one acre, the areas shall be shown in square feet (s.f.).

The building site area is calculated by measuring the lot horizontally as a level plane and excluding rights-of-way easements that prohibit the surface use of the site, except easements for open space purposes on single-family parcels. (Examples of open space easements include, but are not limited to, resource preservation and scenic easements).

- (e) The licensed land surveyor or registered civil engineer authorized to practice land surveying who prepared the map must sign at least one page of Exhibit "B" along with his/her stamp or seal and the expiration dates of the license or registration per the Professional Land Surveyors' Act, Section 8761.

(4) Site plan

Since only certain information can be shown on the official recorded Lot Line Adjustment map (Exhibit "B"), a second map is required showing additional information deemed necessary to verify compliance with County building and zoning ordinances. This information must be submitted on a form labeled "SITE PLAN." The following information must be included on the Site Plan:

- (a) The location and width of all existing or proposed easements or rights of way, whether public or private, for roads, drainage, scenic preservation, resource preservation, open space, sewers and

flood control purposes must be shown. The easements must be labeled as existing or proposed and indicate to whom the easement is granted.

- (b) The location of all above ground structures on the site must be shown with dimension distances from proposed property lines to structures. Underground structures including septic tanks and leach lines shall be shown from best available records. If there are no structures on the parcels/lots proposed for the adjustment, a note must be placed on the map stating that no structures exist on the property.
- (c) All walls, fences, building and other hardscape improvements within five feet of all adjoining properties will be shown and dimensioned to the nearest 0.10' from existing property lines. Buildings will be shown and dimensioned to the nearest 0.10' from the proposed property lines. If there are no structures along the adjoining properties, or within the parcels proposed for adjustment, add a note stating that fact.
- (d) The licensed land surveyor or registered civil engineer authorized to practice land surveying who prepared the legal description must sign the exhibit along with his/her stamp or seal per the Professional Land Surveyors' Act, Section 8761. If a Record of Survey is being prepared in conjunction with a Lot Line Adjustment, it is preferable that the Site Plan be shown on a map having a border size of 18" x 26" which matches the scale and size of the proposed Record of Survey.
- (e) Pursuant to subarticle 16 of the County of Orange Subdivision Code, monuments may be required to adequately delineate the adjusted parcel lines.

(5) Letter of Request

A letter addressed to the Director, must be submitted with the application explaining:

- The reason for requesting a Lot Line Adjustment.
- Existing zoning on the property.
- Required building site area per zoning, existing building site area, and proposed building site area.
- For existing buildings, required setbacks per zoning, existing setbacks and proposed setbacks

d. Required Fees/Deposits

(1) Filing fee

A fee has been established for the processing of an application for a Lot Line Adjustment.

(2) Environmental evaluation

A Lot Line Adjustment is considered to be Categorically Exempt, Class 5, by the California Environmental Quality Act. A fee has been established for processing the environmental evaluation.

(3) Map processing deposit

A map processing deposit using the hourly processing rate will be collected by the County Surveyor. This will be based on the estimated number of hours for checking the application and processing the approved Lot Line Adjustment, and checking and filing a Record of Survey if required.

(4) Recording fee

A recording fee has been established by the County Recorder to record the approved Lot Line Adjustment, and checking and filing a Record of Survey if required.

7.3 PROCESSING PROCEDURE

- a. The applicant is required to submit the completed forms to the assigned Manager of OC Development Services located at:
300 N. Flower Street
Santa Ana, CA 92703
- b. The OC Development Service Manager/ Planner will review the application for completeness and for compliance with the applicable subdivision and zoning ordinances, resolutions, and directives. If the Subdivision Planner determines that the application is not complete, he/she will advise the applicant of the necessary changes/corrections/additional material/documents that are required to complete the application.
- c. When the OC Development Service Manager/ Planner determines that the application is complete, the filing and environmental fees must be paid before

formal processing can commence.

- d. Upon filing the application, the OC Development Service Manager/ Planner will assign the application a Lot Line Adjustment (LLA) Number. The original application is forwarded to the County Surveyor for further processing and final action. An application processing deposit is required by the County Surveyor at this time.
- e. The County Surveyor reviews the application to assure the document is technically correct, is in an acceptable form for recordation and will make a determination for a Record of Survey per Section 8762 of the Professional Land Surveyors Act as required. The County Surveyor takes final approval action on the application and signs and affixes his/her seal on the application Lot Line Adjustment.
- f. After the County Surveyor approves the application, the following processing occurs:
 - (1) If the parcels/lots involved are owned by different individuals or entities, these owners shall prepare deeds to convey the appropriate portions of the adjusted lots/parcels to each other. The legal descriptions shown on these deeds shall agree with the lots/parcels shown on the approved Lot Line Adjustment. Consent to the Lot Line Adjustment by a party or entity holding a beneficial interest in the property shall be reflected in a modification of the deed of trust including, as appropriate, any partial reconveyance necessary to affect the intent of the Lot Line Adjustment. The modifications and, if required, partial reconveyance shall be executed in the manner of a conveyance of real property and recorded concurrently with the deeds required by this section. The County Surveyor will review the deeds and, upon his/her approval, submit both the deeds and the approved Lot Line Adjustment to the County Recorder for recordation.
 - (2) If all of the parcels/lots involved are owned by a single individual or entity, the owner shall prepare deeds to convey the newly adjusted parcels/lots to said owner or entity. The legal descriptions shown on these deeds shall agree with the lots/parcels shown on the approved Lot Line Adjustment. Consent to the Lot Line Adjustment by a party or entity holding a beneficial interest in the property shall be reflected in a modification of the deed of trust including, as appropriate, any partial reconveyance necessary to affect the intent of the Lot Line Adjustment. The modifications and, if required, partial conveyance shall be executed in the manner of a conveyance of real property and recorded concurrently with the deeds required by this section. The County Surveyor will review the deeds and upon his/her approval, submit both the deeds and the

approved Lot Line Adjustment to the County Recorder for recordation.

- (3) In most cases the County Surveyor will require either a Record of Survey, or Corner Records which reflect the new parcel lines, and deed references. The Record of Survey shall be filed no later than 90 days from the recording of the deeds or after final monuments are set. All map processing fees must be paid prior to recording of the deeds, and filing of the Record of Survey.

CHAPTER 8: SPECIFICATIONS FOR THE DIGITAL SUBMISSION OF SUBDIVISION MAPS AND RECORDS OF SURVEY

8.1 BASIS OF BEARINGS

The basis of bearings shown on all subdivision maps and records of survey showing shall be based on the California Coordinate System of (CCS83) based on the North American Datum of 1983 Lambert Projection Zone VI, 2007 Epoch OCS GPS Adjustment or current adjustment as directed by the County Surveyor. The longest baseline shown on the map shall be tied into the CCS83 in at least two locations, preferably on opposite sides. The County Surveyor will provide coordinated positions in the vicinity of the map.

8.2 CCS83 SPECIFICATION

The following specifications apply to map submissions based on the CCS83:

- a. All points coincident with County Geodetic Control Points shall have the exact published coordinate values in U.S. survey feet. If a survey is initiated prior to publication of a readjustment, the previously adjusted values will be accepted for a period of up to 90 days from the date of current publication.
- b. The whole number for the coordinate shall be shown, i.e., no constraints will be applied.
- c. In addition to making the proper ties to the longest baseline shown on the map from the Geodetic Control Network, as required by the State of California Public Resources Code and the Subdivision Code, one point on the external boundary of the map shall show a grid coordinate value. All other points on or internal to the boundary point will have coordinates based on computations from the grid boundary point using ground distances. The boundary point assigned grid coordinate values should be on a major control line or corner where applicable. Only the boundary point assigned a grid value must be annotated with the grid coordinates.
- d. The combination factor and coordinate system information including the date of adjustment must appear on the recorded map.

8.3 DELIVERABLES

In addition to the material currently being submitted for map checking and recordation purposes, a digital graphics file shall be submitted. The digital submission shall consist of two deliverables:

- a. Traverse Data. An ASCII file containing traverse data, i.e., bearings, distances, northings and eastings of boundaries, street centerlines, lot lines, easements, etc.
- b. Graphics representation. A graphics representation of required elements of the cadastral map as defined in this specification.

- (1) Traverse Data Representation

This file shall be an ASCII file consisting of traverse data. Fields shall be separated by a minimum of one space (HEX 20). Other records may contain headers, closures, etc. All coordinate values in the traverse data file shall be on a CCS83.

- (2) Graphical Representation

The format for digital submission of the graphical data may be DXF, SIF or IGDS.

- (a) DXF (Drawing Exchange File)
- (b) DWG (Drawing File) (AutoCAD)
- (c) DGN (Drawing File) (Microstation)
- (d) Land XML

- A) DXF/DWG Submission Requirements

TABLE I
DXF/DWG Layer Specifications

<u>FEATURE</u>	<u>LAYER NAME</u>	<u>VALID DATA ELEMENTS</u>
Boundary Data	Boundary	Polyline Text
Road Centerline Data	CL	Line, Arc, Polyline, Text
Lot Line Data	Lot	Line, Arc, Polyline, Text
Right of Way Data	ROW	Line, Arc, Polyline, Text
Easement Data	Easement	Line, Arc, Polyline, Text
Tie to Geodetic Control	Tie	Line, Polyline, Text
Monument Data		
Miscellaneous Data	Misc	All except shapes

The following restrictions shall apply to data submitted in the DXF/DWG format:

At a minimum the header to the DXF file shall contain:

- i) Range data
- ii) Block definitions for all blocks used in the drawing.

Only 2D data files will be accepted. 3D data files will not be acceptable.

Shapes will not be permitted as a valid data element for point feature symbology.

Coordinates shall be output to a minimum of three decimal places in the DXF file.

B) SIF/IGDS Submission Requirements

TABLE II
DGN Level Specifications

<u>FEATURE</u>	<u>LEVEL</u>	<u>VALID DATA ELEMENTS</u>
Boundary Data	1	Shapes, Complex Shapes, Text
Road Centerline Data	2	Lines, Arcs, Curves, Connected Strings, Text
Lot Line Data	3	Lines, Arcs, Curves, Connected Strings, Text
Right of Way Data	4	Lines, Arcs, Curves, Connected Strings, Text
Easement Data	5	Lines, Arcs, Curves, Connected Strings, Text
Tie to Geodetic Control	6	Lines, Arcs, Curves, Connected Strings, Text, Cells
Monument Data	7	Cells, Text
Miscellaneous Data	8	All

TABLE III
DGN Cell Assignments

<u>POINT FEATURE</u>	<u>CELL NAME</u>
Found Monument	FNDMON
Set Monument	SETMON
Control Point	CONPNT

TABLE IV
DGN Design File Parameters

<u>SU</u>	<u>PU</u>	<u>GLOBAL X</u>	<u>GLOBAL Y</u>
10	100	-4 000.000.	0.

The following restrictions apply to data submitted in the DGN formats:

All cells used shall be fully expanded in the DGN file.
Customized symbol fonts will not be permitted.

Auxiliary Coordinate Systems shall not be used.

8.4 DATA INTEGRITY REQUIREMENTS

The following requirements pertain to the mathematical integrity of the geometric data.

- a. All coincident points on the external boundary shall have the same coordinate values, i.e., boundary lines shall be coterminous.
- b. Boundaries shall be transmitted as a closed figure. For example, in DXF a boundary would be represented as one polyline rather than a series of lines, arcs and curves, in SIF a boundary would be represented as a shape or a complex shape.
- c. Curvilinear boundaries, i.e., not lines or arcs, shall be represented by sufficient points to unambiguously define the boundary. Examples of curvilinear boundaries might include centerline of a stream, high water mark, contour lines and transition curves on railroads.
- d. Annotation (text) submitted digitally shall be identical to annotation submitted on the hardcopy maps. The section "Data Layering Requirements" defines requirements for submission of annotation.

8.5 DATA LAYERING REQUIREMENTS

The data shall be layered into the following features:

- | | | |
|----|-------------------------|-----------------------------|
| 1. | Boundary Data | - pertaining to this survey |
| 2. | Road Centerline Data | - new |
| 3. | Lot Line Data | - new |
| 4. | Right of Way Data | - new |
| 5. | Easement Data | - new |
| 6. | Tie to geodetic control | - pertaining to this survey |
| 7. | Monuments | |
| 8. | Miscellaneous | - all other data |

Essentially, data specific to the survey being submitted which is directly applicable to landbase maintenance is separated and split into seven layers. All other data is transmitted on a single layer.

The following table indicates which features must be transmitted digitally, and which are desirable but not required:

Boundary Data	Boundary Line	Required
	Map Name	Required
Lot/Parcel Data	Lot Lines	Required
	Lot Numbers	Required
Easement Data	Easement Lines	Required
Road Centerline Data	Centerline	Required
Right of Way Data	Right of Way Lines	Required
	Descriptive Data	Required
	Bearings/Distance/Curve Data	Required
Tie Data	Graphic Representation	Required
	California Coordinate System values (where applicable)	Required
Miscellaneous	All Other Data	Optional

In cases where a linear element between two points applies to more than feature, e.g., a boundary line and lot line may be coincidental, this data may, at the submitter's discretion, be submitted as:

- a. One graphical element utilizing the following hierarchy to determine the appropriate layer for the graphics data.

1. Boundary
2. Centerlines
3. Lot Line
4. Right of Way
5. Easement

By utilizing this approach there is no duplication of data.

- b. Duplicated graphical data sets with each data layer containing a full definition of the feature. For example: a line between two points which is both a boundary line and a lot line would appear on both the boundary layer and the lot line layer.
- c. A combination of a) and b) above. For example, lines which are both boundary

lines and lot lines may utilize b) above, while lines which are both right of way lines and lot lines may utilize a) above.

Annotation which applies to more than one feature shall not be duplicated. For example, a bearing may apply to geodetic ties, a boundary line and a street centerline. In such cases the following hierarchy shall determine the appropriate layer for such annotation.

- a) Ties to Geodetic Control
- b) Boundary Data
- c) Centerline Data
- d) Right of Way
- e) Lot Line
- f) Easement

Appendix A is a graphical representation of this segregation of the data.

8.6 MEDIA REQUIREMENTS FOR DIGITAL MAP SUBMISSION

Any of the following media will be accepted:

Email only.

EXAMPLE

MAP : PM 85-201
DATE : MARCH 26, 2015
COMPANY : HUFFNAGLE & ASSOCIATES
LS/RCE : NATHAN C. TRISTAN
REG NOS. : L.S. 2005
FORMAT : DXF
SIGNATURE :

8.7 FILE NAMING CONVENTIONS

The submitter may submit files using either of the following conventions:

- a. One file will be submitted for each survey/map regardless of the number of sheets submitted in hardcopy form.
The file on the diskette will be named according to the map name. File extensions will be as follows:

DXF Format:	.DXF
AutoCAD Drawing	DWG

Microstation Design File	DGN
Traverse Data:	.TRV
ESRI Shape	.Shp
DWG Form	.DWG

Examples:

Parcel Map No. 85-201 submitted in DXF:	PM85201.DXF
Tract Map No. 15521 submitted in DWG:	TR 15521.DWG
Record of Survey No. 89-147 submitted in DGN:	RS89147.DGN

- b. One file submitted for each map sheet.

File naming conventions will be as a) except that TR or PM will be replaced by the sheet number.

Examples:

Sheet 2 of Tract Map No. 15521 submitted in DXF: 0215521.DXF

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 1

Tentative Maps

- PLS or Pre-82 RCE signature required if survey items are shown on map
- Recommend to file Record of Survey with Tentative Map

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 2

Tract Maps & Parcel Maps

- Digital Submission required for each submittal
- Signatures required on all closure reports
- Tie two GPS Points to Longest baseline on the map

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 2.1

Signed closure reports (PLSA 8761)

Traverse Closures
For
Tract No. 20000
In the Unincorporated County of Orange

Prepared by:

Kevin R. Hills, PLS 6617

Date



COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 2.2

Surveyors/Engineers Statement (Tracts)

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of (name of person authorizing map) on (month\Year). I hereby state that all monuments are of the character and occupy the positions indicated, or that they will be set in such position on or before (specify a date and time frame) and that said monuments are sufficient to enable the survey to be retraced. I hereby state that this map substantially conforms to the conditionally approved tentative map.

This map meets the Minimum Standards for Surveying as defined in the Orange County Subdivision Manual dated xx-2015, and has a minimum Relative Positional Accuracy of 0.04' + 8ppm.

Signature _____
(Print Name)

L.S. No./R.C.E. No.
Date

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 2.3

Surveyors/Engineers Statement (Parcel Maps)

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of (name of person authorizing map) on (month\Year). I hereby state that all monuments are of the character and occupy the positions indicated, or that they will be set in such position on or before (specify a date and time frame) and that said monuments are sufficient to enable the survey to be retraced. I hereby state that this map substantially conforms to the conditionally approved tentative map, if any.

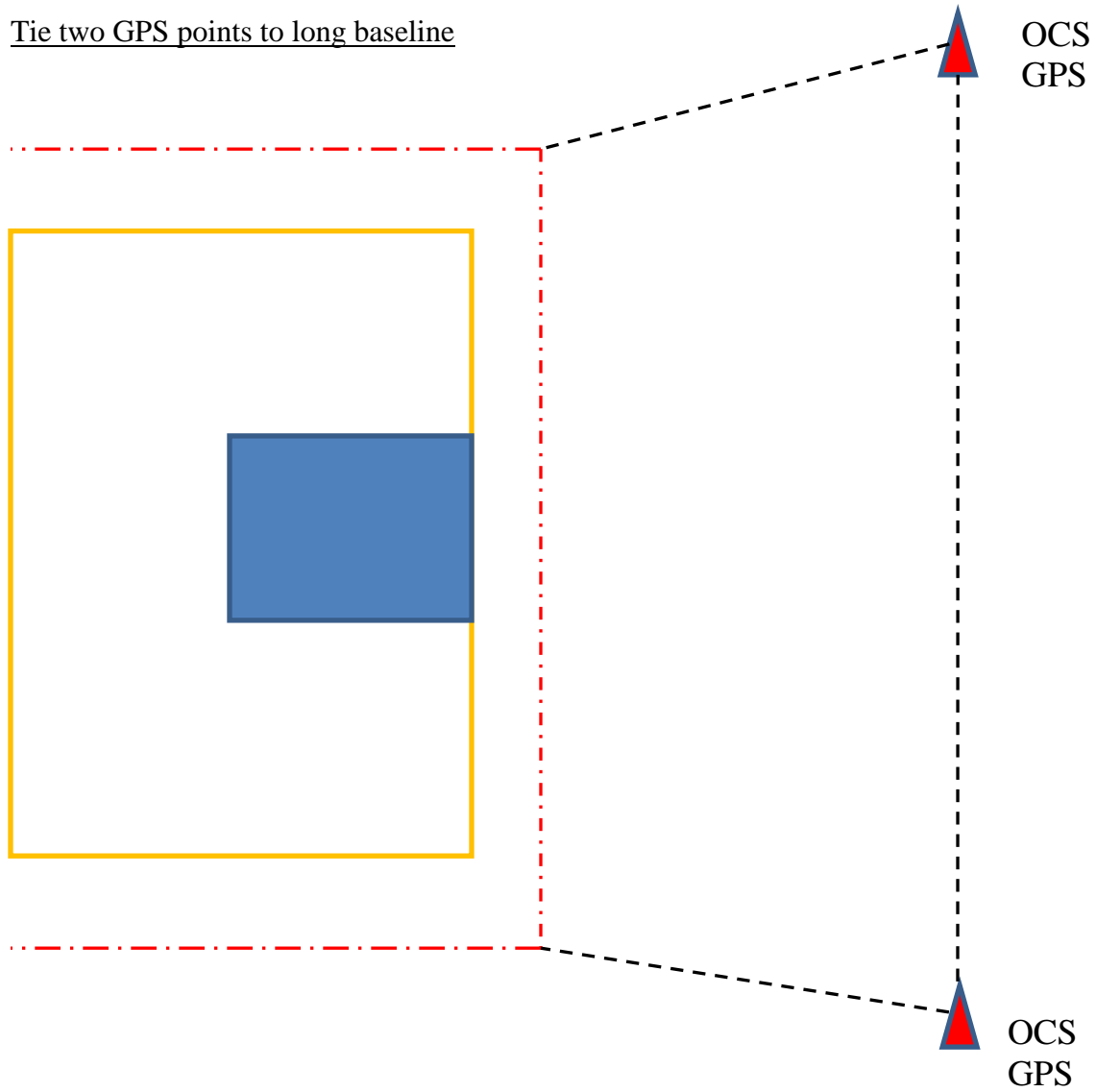
This map meets the Minimum Standards for Surveying as defined in the Orange County Subdivision Manual dated xx-2015, and has a minimum Relative Positional Accuracy of 0.04' + 8ppm.

Signature _____
(Print Name)

L.S. No./R.C.E. No.
Date

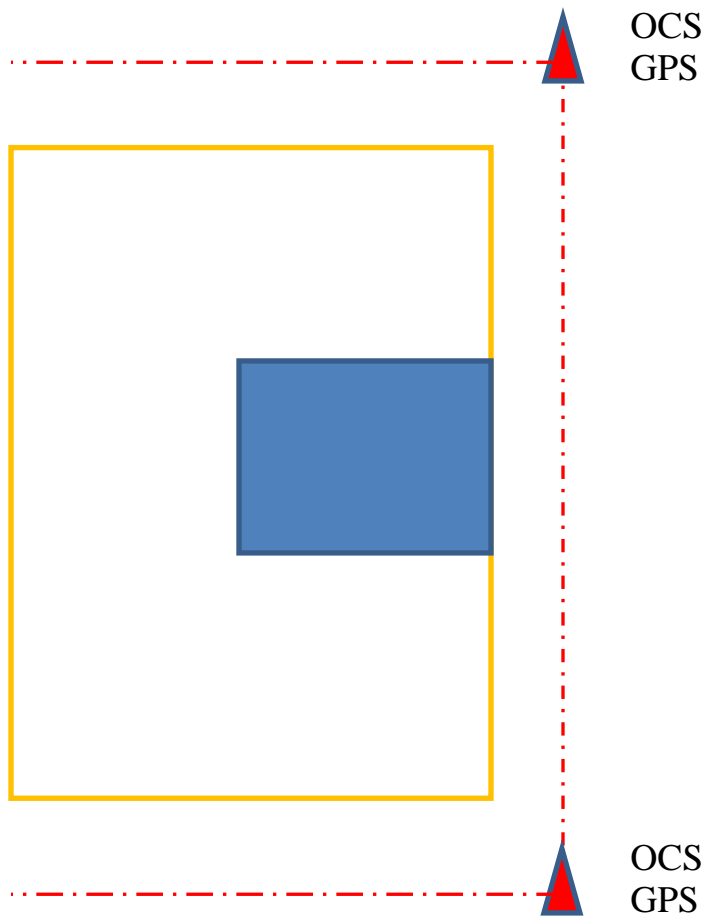
COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 3

Tie two GPS points to long baseline



COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 4

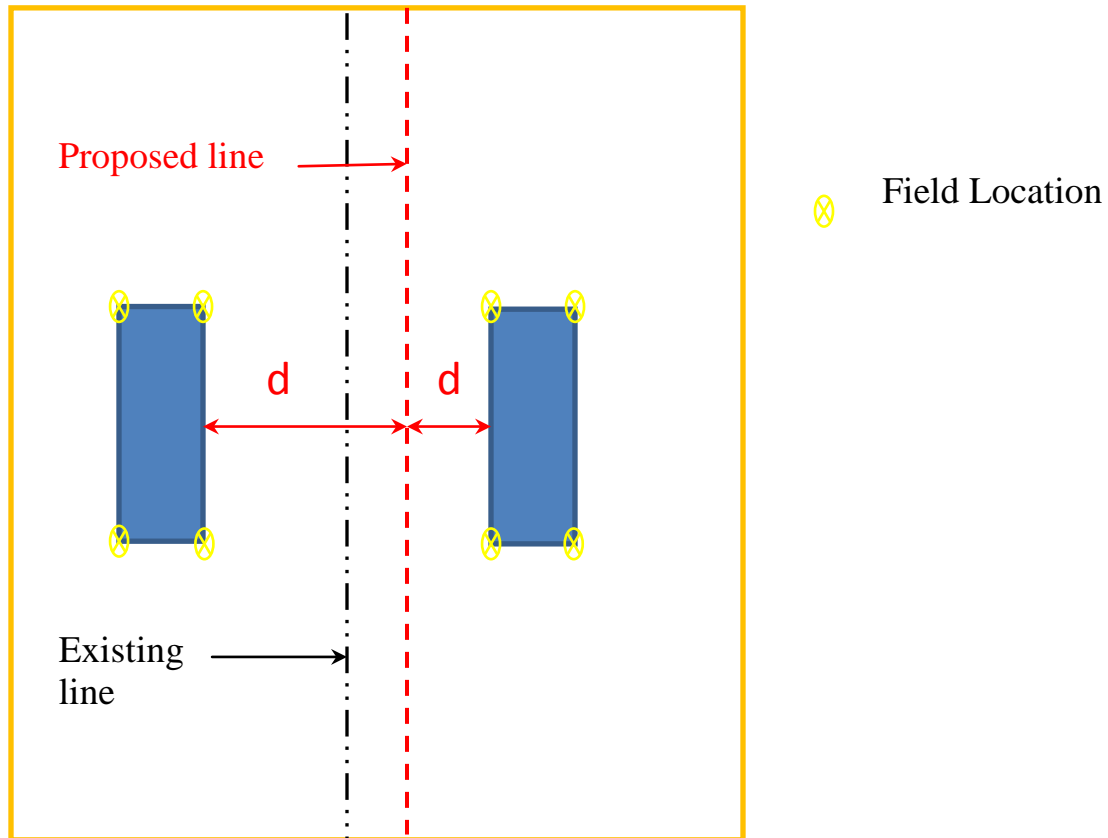
No need to tie if GPS Ties are on Center Line



COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 5

Lot Line Adjustment

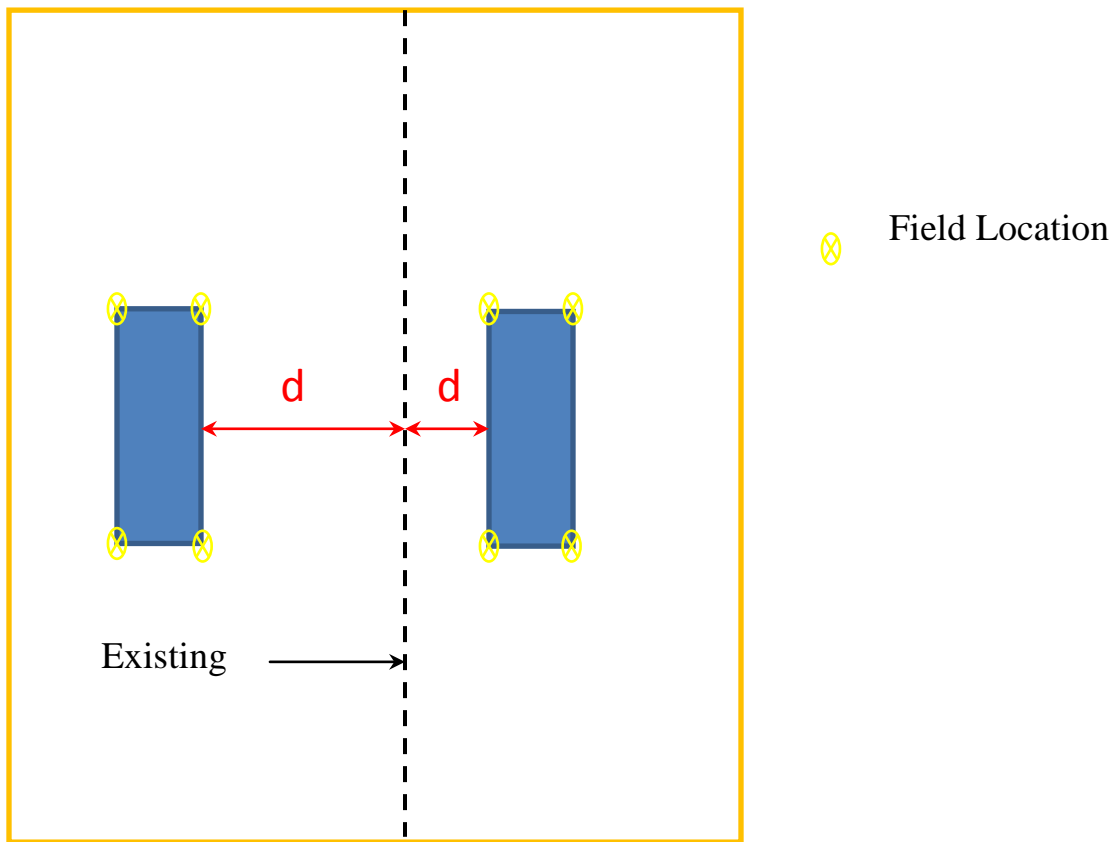
- Requires Record of Survey per PLS Act 8762



COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 6

Certificate of Compliance

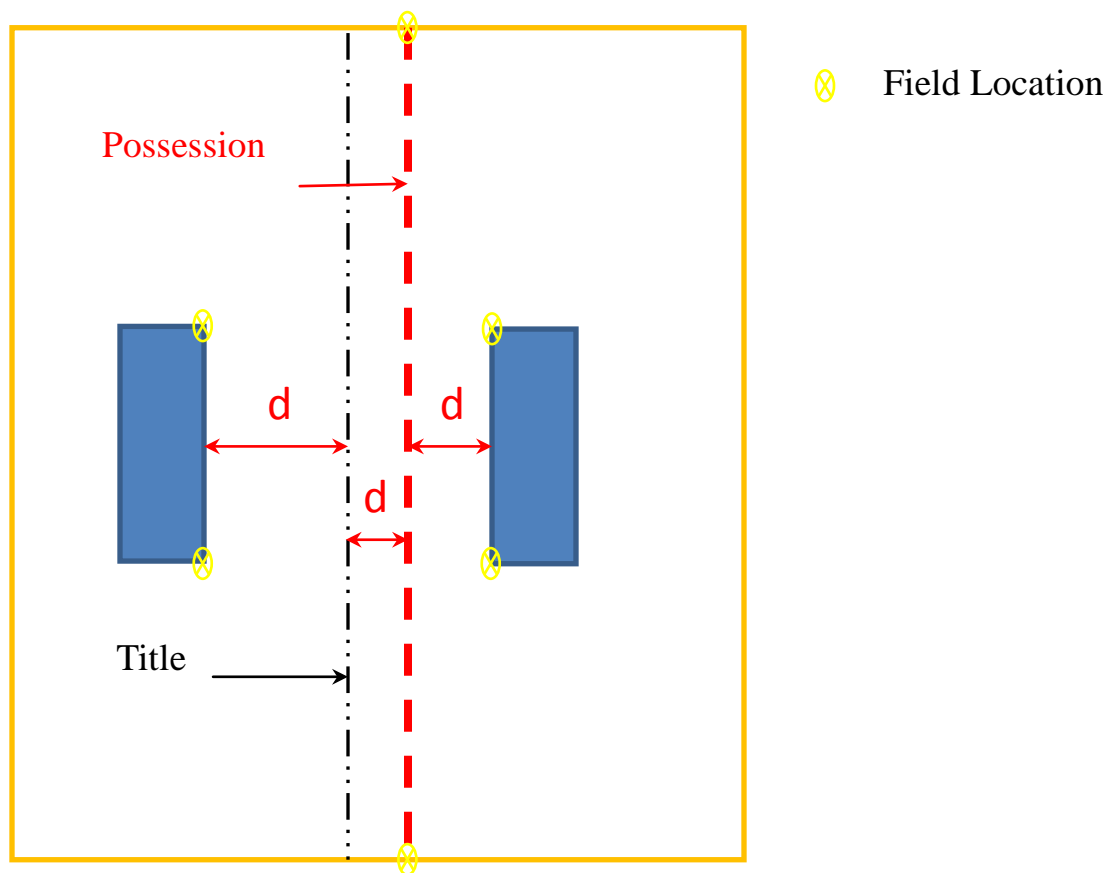
- Requires Record of Survey per PLS Act 8762



COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 7

Record of Survey, Tracts and Parcel Maps

- Requires improvements to be shown if in conflict with title.



COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 7.1

Surveyors/Engineers Improvement Statement for Tract & Parcel Maps

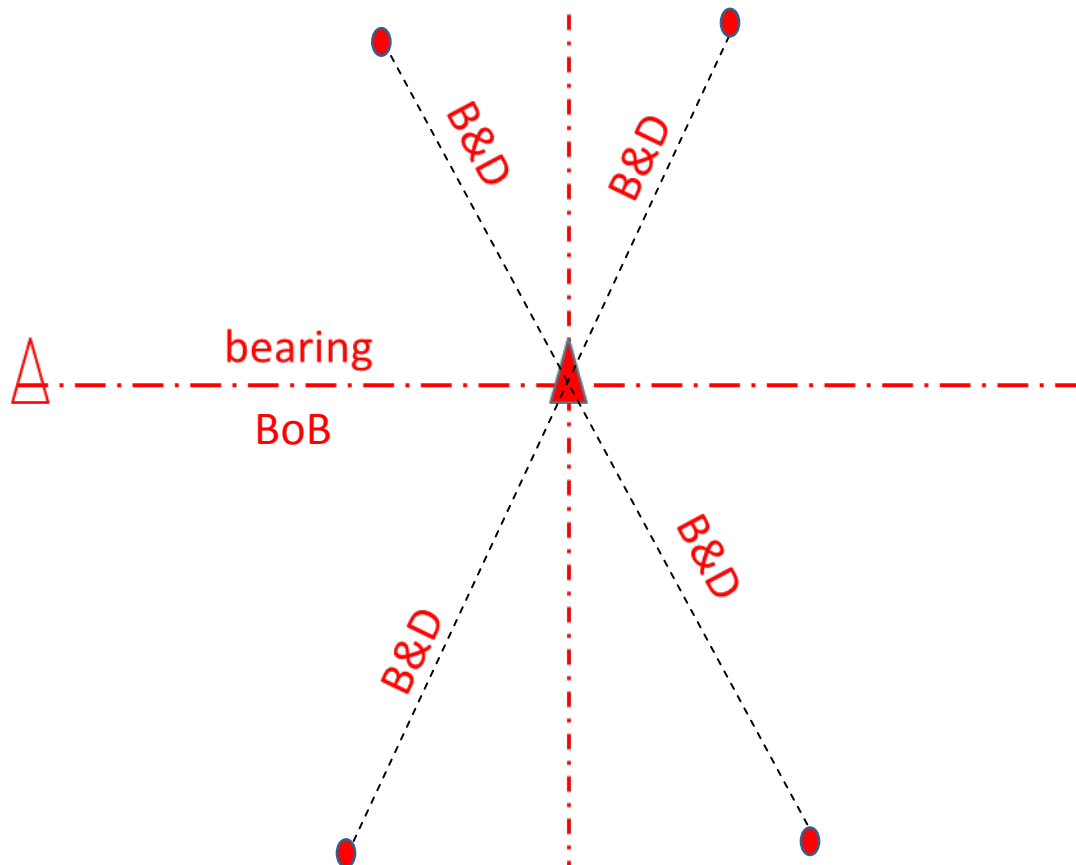
I hereby state that there are no conflicts with improvements adjoining subject property.
(if conflicts exist, they will be shown and referenced on the Tract\Parcel Map.)

Signature
(Print Name)

L.S. No./R.C.E. No.
Date

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 8

Corner Record – Ties for Subdivision

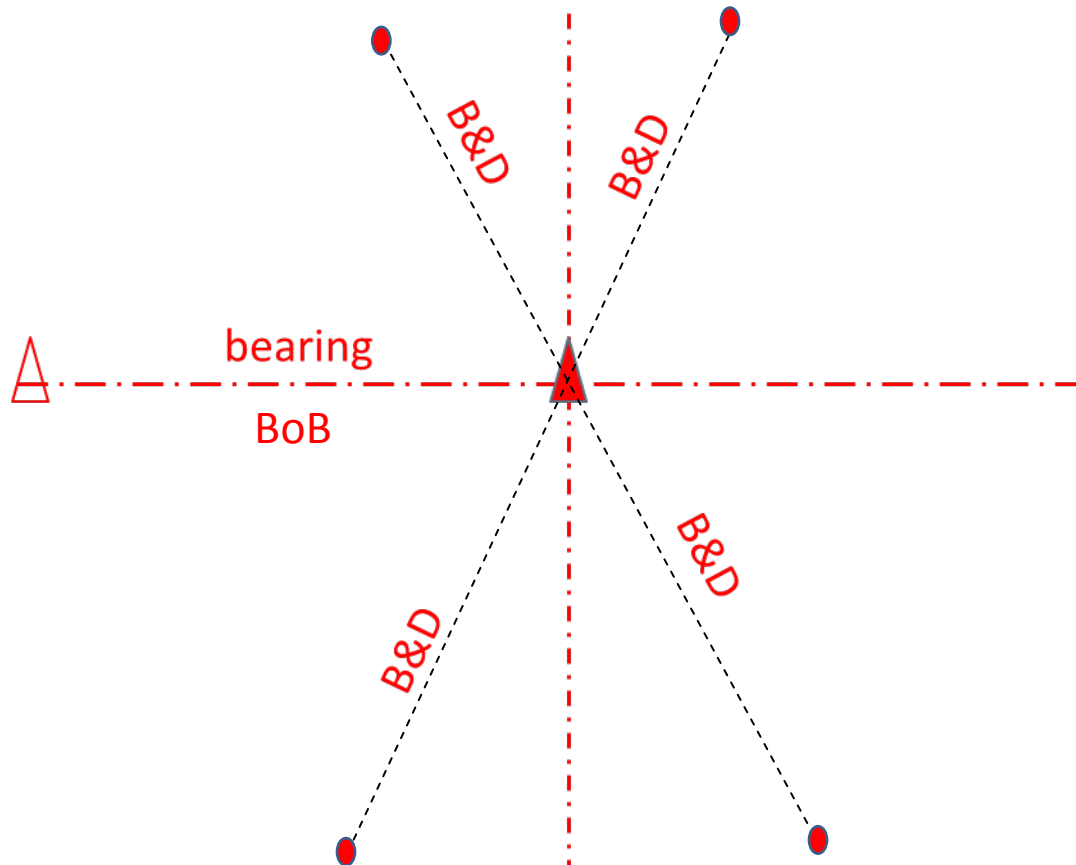




 = Mon to be set

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 9

Points Established by Ties

- Show Bearing & Distances on all points established by ties.

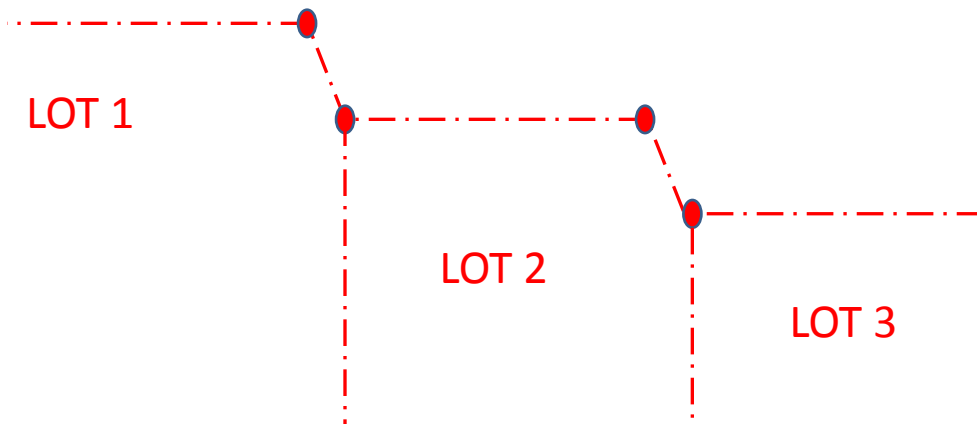


-  = Estab. by ties. Monument to be set.
-  = Monument tie.

COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 10

Post Construction RoS

With the concurrence of the County Surveyor, a Post Construction Record of Survey or Corner Record may be required, in cases where the rear interior lot/parcel corners of a new subdivision are obstructed by retaining walls, block walls, or other structures, that make setting monuments impractical.



● = Wall position is used as the monument, or tie to the property corner. Detail to be shown on a RoS.


COUNTY OF ORANGE SUBDIVISION MANUAL
APPENDIX 11

OC Monument Inventory App

If App is used in conjunction to setting final monuments, this will be acceptable evidence that monument was set, and will not require fees for County Surveyor inspection.

Note: Using the OC Monument App may eliminate errors or discrepancies between record data,

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 1
Subdivision Application (including Financially Responsible Party)

 <p>OC PLANNING <small>A DIVISION OF OC PUBLIC WORKS</small></p>	<h2 style="margin: 0;">Planning Permit and Subdivision Application</h2> <p style="margin: 0;">County of Orange</p>	<p>300 N. Flower Street Santa Ana, CA 92703</p> <p> 714.667.8888</p> <p> 714.667.8885</p>
--	--	---

Today's Date: _____ Permit #: _____

TYPE OF PERMIT / APPLICATION

- | | |
|--|--|
| <input type="checkbox"/> AREA PLAN
<input type="checkbox"/> SITE DEVELOPMENT PERMIT
<input type="checkbox"/> USE PERMIT
<input type="checkbox"/> COASTAL DEVELOPMENT PERMIT
<input type="checkbox"/> VARIANCE
<input type="checkbox"/> CHANGED PLAN
<input type="checkbox"/> OTHER _____ | <input type="checkbox"/> TENTATIVE TRACT MAP
<input type="checkbox"/> FINAL TRACT MAP
<input type="checkbox"/> TENTATIVE PARCEL MAP
<input type="checkbox"/> FINAL PARCEL MAP
<input type="checkbox"/> LOT LINE ADJUSTMENT
<input type="checkbox"/> CERTIFICATE OF COMPLIANCE
<input type="checkbox"/> OTHER _____ |
|--|--|

REVIEWING AUTHORITY - PLANNING STAFF VERIFICATION

- | | |
|--|---|
| <input type="checkbox"/> DIRECTOR
<input type="checkbox"/> ZONING ADMINISTRATOR
<input type="checkbox"/> SUBDIVISION COMMITTEE | <input type="checkbox"/> PLANNING COMMISSION
<input type="checkbox"/> BOARD OF SUPERVISORS
<input type="checkbox"/> OTHER _____ |
|--|---|

PROJECT INFORMATION

Address of Project: _____

Address	City	Zip
---------	------	-----

Legal Description: _____ Assessor Parcel Number (APN): _____

Project Description: _____

Existing Site and Environmental Conditions: _____

Previous County Action(s) and/or Environmental Documentation with technical studies: _____

CONTACT INFORMATION

Owner Name: _____ **Phone Number:** _____

Owner Address: _____

Address	City	Zip
---------	------	-----

Phone Number: _____ **Fax:** _____ **Email:** _____

Agent/Contact Person: _____ **Affiliation:** _____

Phone Number: _____ **Fax:** _____ **Email:** _____

Architect/Engineer: _____

Name	/	License #	/	Address	/	Phone #	/	Email
------	---	-----------	---	---------	---	---------	---	-------

ZONING INFORMATION – PLANNING STAFF VERIFICATION

Zoning : _____	General Plan: _____
Planned _____	
Community _____	Supervisor District: _____
Specific Plan _____	Flood Plain: _____
Lot Size _____	Coastal Zone : _____
Sphere of _____	Review Board: _____
Influence _____	
Additional _____	
Information _____	
Planner's Name: _____	Signature : _____

DECLARATION:

I acknowledge that:

1. There are no assurances at any time, implicitly or otherwise, regarding final staff recommendations to the decision making body of this application.
2. Major changes of the proposed project may require a new application and payment of new fees/deposits.
3. The County will charge the actual cost of the staff work on the application per the current Fee Ordinance. The cost of processing the application will be deducted from the deposit. If the deposit is reduced to a point that is insufficient to complete the future work, you will be notified to deposit additional amounts.

I declare to the best of my knowledge that the information I have presented on this form and attached materials is true and correct. I also understand that additional data and information may be required prior to final action on this application. I have read and understand the contents contained in the above statements 1 through 3.

_____	_____	_____
Print Name	Signature	Date



Designation of Financially Responsible Party

County of Orange

As stated in the Board-approved Ordinance, the County's Planning Department operates by recording actual costs against a deposit for grading and planning services. Thus, it is required that each permit or record maintained by Planning have a Financially Responsible Party (FRP) identified.

Per the County Ordinance, the FRP and the owner will receive all official communications regarding fiscal matters, including notices of low balances and additional requests for deposits and copies of permits. The FRP will also receive any refunds, if applicable. Once the FRP is identified, a confirmation notice will be sent in which the named FRP will have 10 days to notify the County of any errors. If the designation is contested, all work on the permit(s) may be stopped until this issue is resolved.

Permit / Record # (s) _____

Planned Communities Reimbursement Agreement (PCRA): ☐ Y ☐ N

Trust Account Name/Number: _____ (Associated for reference)*

*Automatic Trust Account Replenishment requires a separate form.

As the (specify),	Applicant	Owner	Contractor	Other	I designate the
Financially Responsible Party to be:					
Contact Person/Agent of this application to be					

☐ Applicant* ☐ Owner ☐ Contractor ☐ Other* _____

Name _____

Company / Business Name _____

Address _____

City, State, Zip _____

Phone # _____

Email Address _____

PRINT NAME

SIGNATURE

DATE

County Use Only

New Application

Revision to Current Application

Received by: _____ Date: _____ Role Updated in APPS: _____

* Any FRP other than the owner or a licensed contractor must have notarized authorization to complete any form on behalf of the owner or licensed contractor.

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 2
Agent Authorization Letter



LETTER OF AUTHORIZATION

In order to protect your interests, it is the policy of this agency to limit the issuance of permits to those parties responsible for said property and to limit communication from staff (including, but not limited to: engineering plan checkers, engineering-geologist plan checkers, planners and zoning plan checkers, and management) to only those parties designated by the owner/financially responsible party as authorized representatives with whom they would like staff to directly communicate.

All permit requests are to be executed by the permittee or an authorized representative of the permittee. Delegation of signature authorization in no way absolves the permittee of the ultimate responsibilities pursuant to the permit.

The person(s) indicated below are authorized to:

☐ Execute (sign); ☐ Communicate with Staff regarding the application(s); ☐ request,
and/or

☐ Take all necessary action on my behalf, pertinent to obtaining permits.

Permits in the name of _____
(Name of Company) and/or (Property Owner)

Location of work: _____

In our/my behalf, the following person(s) are authorized to act, as indicated above:

_____, (Printed Name of Authorized Person)	_____, (Title and/or Name of Company)
_____,	_____
_____	_____

PERSON GIVING AUTHORIZATION: _____
(Printed Name)

(Signed Name)

Title: _____
(Company Officer and/or (Property Owner)

Authorization Expires: _____
(Date)

Note: You must have your Letter of Authorization notarized using the Certificate of Acknowledgement *attached*. The Certificate of Acknowledgement must be completed by a Notary Public. (Law enforcement and local and state governmental agencies are exempt from the notary requirement.)

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 3
Letter of Project Proposal

YOUR COMPANY LETTERHEAD

Date

Rose Fistrovic
OC Development Services / Land Development
300 N. Flower Street
Santa Ana, CA 92702-4048

Subject: Application for Vesting Tentative Tract Map _____ (Project Name)

On behalf of _____ (the applicant, and future landowner) and _____
(the current landowner, if applicable), we hereby submit the attached application to allow for
Subdivision Committee approval of Vesting Tentative Tract Map _____.

Project Location:

Background:

Existing Conditions:

Project Proposal:

Consistency Analysis:

Environmental Analysis:

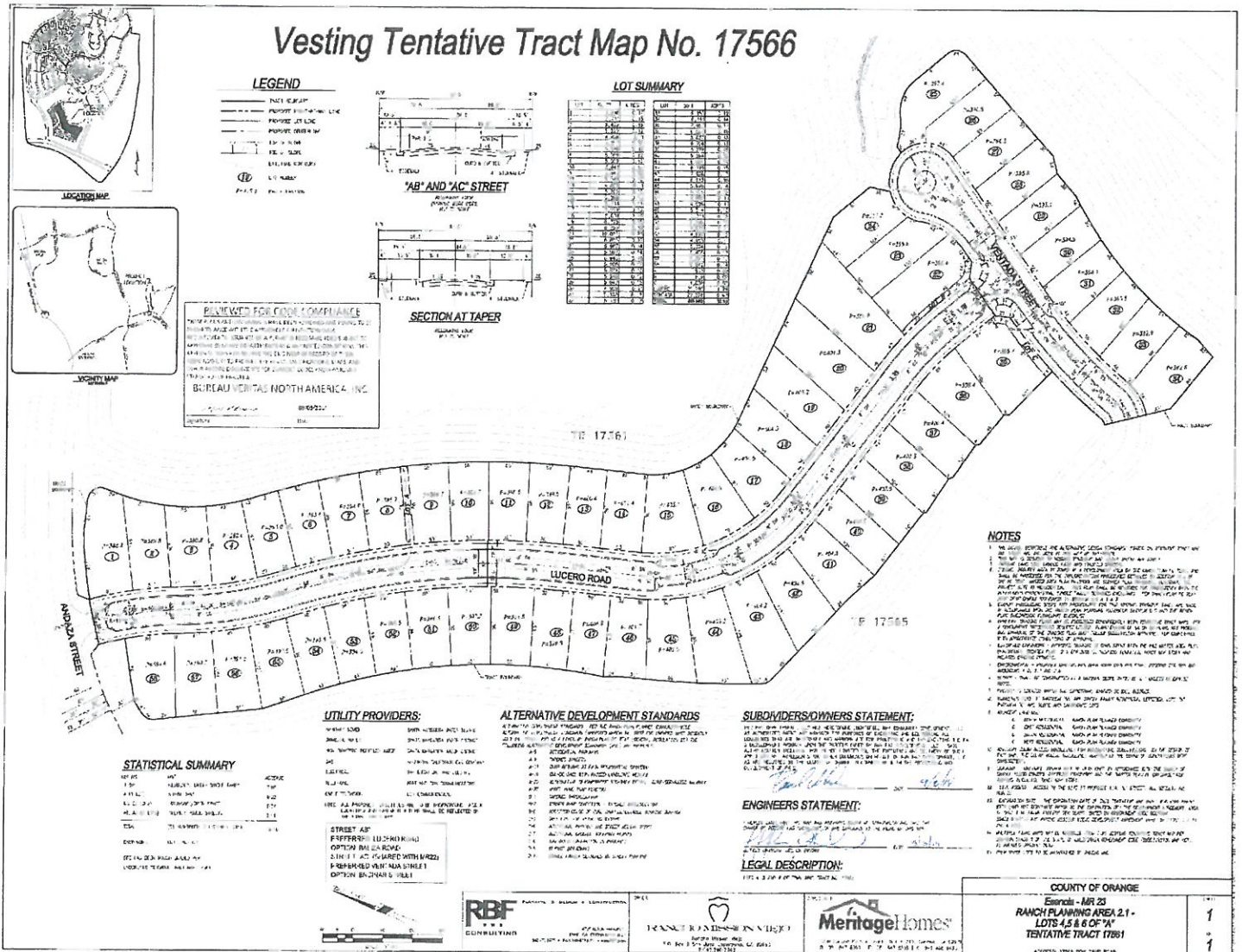
Review Parties:

VTTM _____ would be reviewed by all applicable internal OC Public Works
departments. TCA, SMWD, CUSD and SDG&E are external entities with interests in reviewing
TT _____. OCFA has reviewed and approved a related TT _____ Fire Master Plan.

Please contact me with any questions if you, or your staff, need any further information.
Sincerely,

Name & Title

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 4
Plans/Maps



COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 5
Concurrent Processing Letter

YOUR COMPANY LETTERHEAD

DATE:

Manager, Land Development
County of Orange
300 N. Flower St.
Santa Ana, CA 92703-4048

Dear _____ (Manager):

1. I _____, as the legal agent for _____ agree with the following:
 - I am presently processing a discretionary permit # _____ for: _____
 - I understand that the County process requires discretionary approval prior to the review of ministerial permits.
 - I don't have that discretionary approval at this time.
 - I also would like to process several ministerial permits (_____ , _____)
2. I would like to process several (_____) ministerial permits concurrent with the discretionary review. I am requesting review of our list permits(s) here for the following reason:
 1. Reason #1
 2. Reason #2
 3. Reason #3
3. I agree that no ministerial permits will be issued unless they comply with the final discretionary approval, now under review.
4. I understand that I will be responsible for my own time and cost for revising my ministerial permits to meet the discretionary requirements, prior to issuance. I understand I will be proceeding at my own risk since I do not have an approved Planning Application.
5. I agree to hold the County of Orange harmless of any damages arising from the consequences of my request to concurrently process the ministerial and discretionary permits.
6. I also will assume all responsibilities for the costs, delays and any other issues arising from my decision to go forward and not wait for the final discretionary approval. I understand all charges for the ministerial permits are nonrefundable.

Signed by owner or agent

Concurrence by OC Dev. Services Manager

CC: _____, Property Owner
Manager, OC Development Services/Land Development
Building Official, OC Development Services/Building and Safety

**Note to Staff if the ministerial plans are not in compliance with pending discretionary permit application then the need to identify that discrepancy must be part of this letter.*

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 6
Pre-file Meeting Documentation



**Tentative Tract & Site Development Permit
Pre-file Meeting Checklist**

PA##-####
TT#####

County of Orange

Applicants may request a pre-filing meeting with OC Development Services, Land Development staff to review Tentative Tract and Site Development Permit submittals. This is an optional step whereby the applicant may present pertinent information to OC Planning staff and as a result, obtain a preliminary indication of the project's anticipated approval process ahead of the completion of plans and the submittal of the entire application package.

- A. ☐ **Concurrent Processing** – An application for a Site Development Permit (SDP) or Vesting Tentative Tract Map (VTTM) may be processed concurrent with a related application (i.e., improvement plans), per submittal of a concurrent processing letter.
- B. **Site Development Permit Required Materials:** Applicant shall present hard copies of the following basic information, which may also be emailed to OC Planning staff ahead of time:
1. ☐ Project name:
 2. ☐ Project description:
 3. ☐ Project location (Planning Area/Subarea/Tract & Lot No.):
 4. ☐ Copies of draft site plan (at least 11" x 17"):
 5. ☐ List other related previous and concurrent applications:
 6. ☐ Compliance with applicable requirements of the Regulation Compliance Matrix:
- B. **Vesting Tentative Tract Map Components** – If the applicant opts to request a pre-file meeting, the following project information would be helpful to Subdivision staff:
1. ☐ Project Description
 2. ☐ Project Location Map
 3. ☐ Assessor's Parcel Map(s)
 4. ☐ Concurrent Application
 5. ☐ Copies of VTTM:
 6. ☐ Will Serve letter:
- C. ☐ **Pre-File Meeting Deposit (Initial Deposit \$500.00):**
- D. **Consistency Analysis:** Based on the information presented by the applicant, OC Planning staff

shall make the following determinations:

1. Tentative Tract Map Consistency:
 - a. ☐ General Plan:
 - b. ☐ Zoning:
 - c. ☐ State Subdivision Map and County of Orange Subdivision Code and Manual
 - d. ☐ Area Plans
 - e. ☐ CEQA
 - f. ☐ Conditions – Clearance of all applicable conditions of approval.
 - g. ☐ Regulation Compliance Matrix
2. Site Development Permit Consistency with the appropriate Zoning and Land Use Regulations & Development Standards:
 - a. ☒ Consistency with the appropriate Ranch Plan PC Program Text (Zoning) Use Regulations & Development Standards (PC Section III)
 - i) ☐ Consistency with Permitted Uses
 - ii) ☐ Consistency with Site Development Standards (height, setbacks, parking, landscaping, etc.)
 - b. ☐ Consistency with applicable previous entitlements & Conditions of Approval. Consistency with Ranch Plan Regulation Compliance Matrix and any applicable Master Area Plan, Subarea Plan, “A” TT Map and “B” TT Map approvals.
3. Consistency with Previous Environmental (CEQA) Documentation
 - a. ☐ Consistency with Program EIR 589 and the specific Addendum to EIR 589 addressing the applicable previous CEQA determination for the proposed project.
 - b. ☐ Identify additional environmental documentation required.

E. Other Important Topics – In addition, the following preliminary discussion shall be initiated at the Pre-Application Assessment meeting:

1. ☐ Identification of the Regulation Compliance Matrix requirements applicable to this Site Development Permit area (Ranch Plan Only).
2. ☐ Identification of respective applicant and County team members that will work on the filing application and processing.
3. Preliminary assessment of general planning issues, including but not limited to:
 - a. ☐ Compatibility with surrounding land uses
 - b. ☐ Vehicular circulation, maneuvering distance, sufficient parking etc.
 - c. ☐ Potential phasing ramifications for commercial and residential projects (may require input from the Manager, OC Public Works Construction, or designee)
 - d. ☐ OCFA issues to be resolved in compliance with Fire Protection Plan/Program.
4. ☐ Identification of any special County needs, such as unique application materials or studies pertinent to this particular project proposal, project site, and geographic area that are to be discussed in greater detail as part of the full application.

5. ☐ Internal & External Review

Applicant's Request: Within two weeks, the applicant requests confirmation of the following:

1. Processing Determination:
 - a. VTTM application to be deemed complete, to be reviewed and processed for approval by OC Subdivision Committee.
 - b. Site Development Permit application to be deemed complete, to be reviewed and processed for approval as an "Administrative Action" per Section II.C.4.a. of the Ranch Plan PC Text..
2. CEQA Determination: Based on compliance with previously certified PA2 Addendum to EIR 589, applicant requests a "Previous Documentation" CEQA determination.

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 7
Public Notice and Public Notification Map



NOTICE OF PUBLIC MEETING

BY THE ORANGE COUNTY SUBDIVISION COMMITTEE

SUBJECT: Amendment to "A" Vesting Tentative Tract Map 175052 for Planning Area 1, Subarea 1.2, Ranch Planned Community

LOCATION: The 192.90 acre Tract Map area comprising Subarea 1.2, is generally located in southeastern unincorporated Orange County, within the Ranch Plan Planned Community, Planning Area 1, situated northeast of the intersection of Reata Road and Ortega Highway, within the 5th Supervisorial District.

PROPOSAL: Rancho Mission Viejo requests approval of a revision to "A" Vesting Tentative Tract Map 17052 (VTTM 17052) to reconfigure the existing tract layout and traffic circulation. The proposed reconfiguration includes a reduction of the existing residential estate lots from 36 to 16, and the creation of 8 lots designated for the development of a Senior Living Facility. The proposed revision will result in an increase of 9.1 acres of developable land and a decrease of 7.5 acres of open space as compared to the previously approved tract map. The proposed revision will also reconfigure the existing traffic circulation with new street alignments and modifications to the 3 existing tract access points from Reata Road. The proposed revision will not modify the existing development area boundary.

ENVIRONMENTAL DOCUMENTATION: The proposed project is covered by previous CEQA documentation, which includes Final Program EIR 589, which was certified on November 8, 2004; Addendum 1.0, certified on July 26, 2006; Addendum 1.1, certified on February 24, 2011; and the PA150035 CEQA Compliance Memorandum, approved August 27, 2015. This finding is appropriate and complies with the intent of CEQA pursuant to the 2014 Orange County Local CEQA Procedures Manual, Sections VI & XI, Appendix G for projects where a previous environmental document (i.e. Program EIR 589) is already in place. Further CEQA evaluation and clearances are not required for proposed "A" VTTM 17052.

APPLICANT: RMV Community Development, LLC

MEETING DATE: September 30, 2015

MEETING TIME: 1:30 PM

MEETING LOCATION: Hearing Room B10 at H.G. Osborne Building located @ 300 N. Flower Street, at the corner of Santa Ana Blvd. and Flower St. in Santa Ana. See other side for location map.

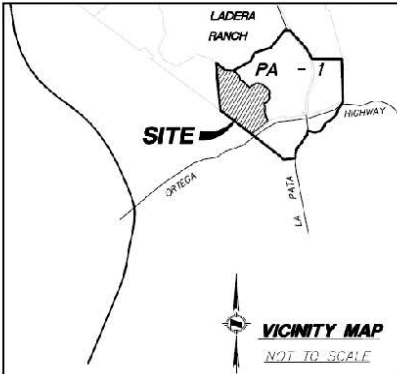
INVITATION TO BE HEARD:

All persons either favoring or opposing this proposal and all supporting documents are invited to present their views at this meeting. It is requested that any documents or written response be submitted to OC Development Services prior to the meeting date. If you challenge the action taken on this proposal in court, you may be limited to raising only those issues you or someone else raised prior to close of the public meeting described in this notice, or in written correspondence delivered to OC Development Services.

For further information, contact Rose Fistrovic at (714) 667-8858 or email at rose.fistrovic@ocpw.ocgov.com, or Bea Bea Jimenez at (714) 667-8852 or email at beabea.jimenez@ocpw.ocgov.com, or fax (714) 667-7560. You may also come to the Development Processing Center at the address indicated below.

Orange County Public Works
P.O. Box 4048
300 N. Flower Street
Santa Ana, CA 92702-4048

Project Location

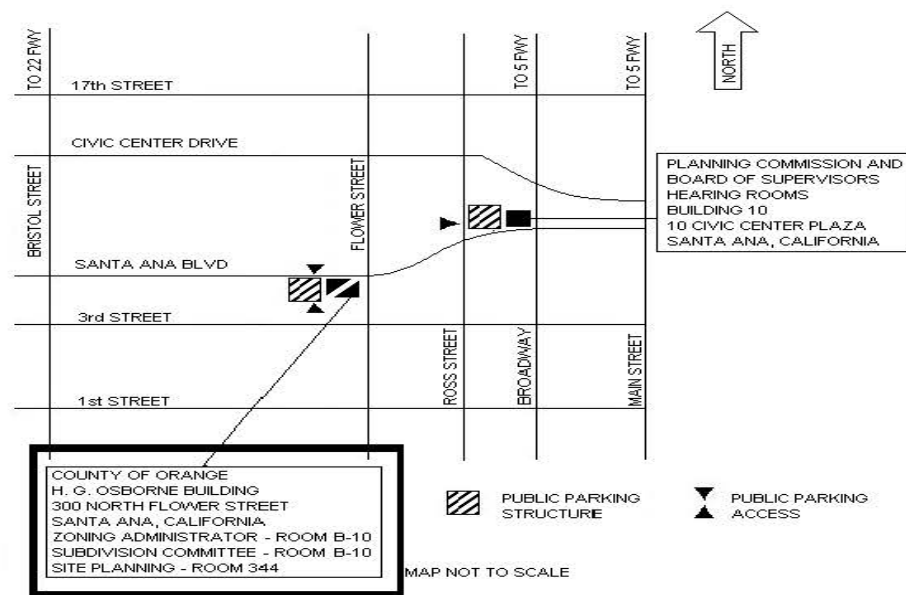


Project Vicinity Map



Project Site Map

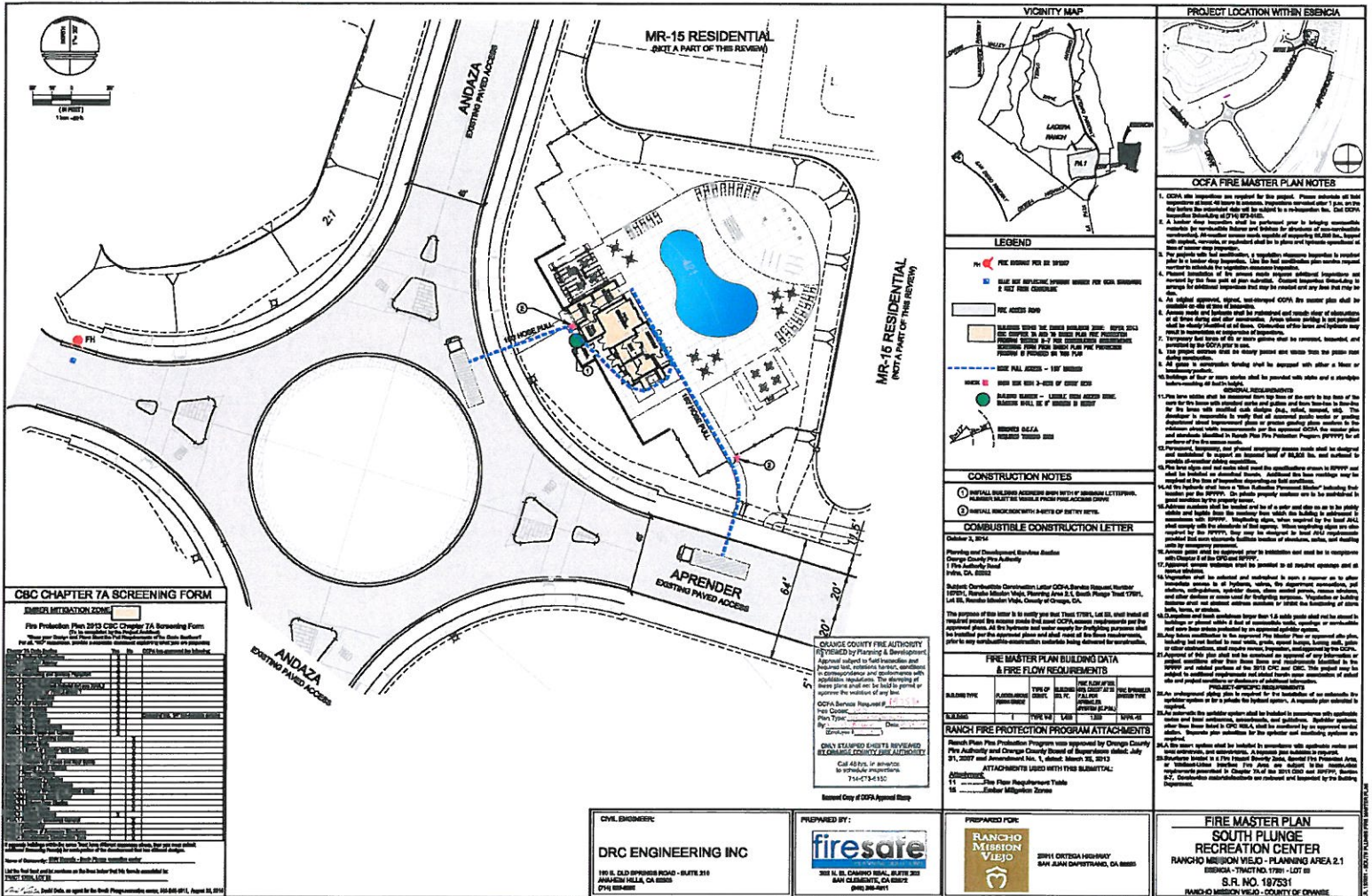
Public Meeting Location - County of Orange



COUNTY OF ORANGE SUBDIVISION MANUAL

ATTACHMENT 8

Approved Fire Master Plan



COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 9
Water District Letter

BOARD OF DIRECTORS
BETTY H. OLSON, PH.D. CHARLEY WILSON
SAUNDRA F. JACOBS SAM JOHNSON
ROGER FAUBEL JOHN J. SCHATZ
GENERAL MANAGER



Santa Margarita Water District

June 19, 2012

County of Orange
Orange County Public Works
OC Planned Communities
300 North Flower St.
P.O. Box 4048
Santa Ana, CA 92702-4048

Subject: Preliminary Water and Sewer Letter for Tentative Tract Map 17063

Gentlemen:

This letter is in response to a request by Standard Pacific Homes (Developer) for a preliminary water and sewer letter for the subject tract.

The Santa Margarita Water District (District) supplies all of its current customers with domestic water purchased from the Metropolitan Water District of Southern California (MWD) through the Municipal Water District of Orange County (MWDOC), which acts as a wholesaler to its member agencies. It is anticipated the subject tract would also be supplied with available domestic water purchased from MWD through MWDOC. Supplemental water for this development, if required, will be provided via the implementation of an agreement between SMWD and Cucamonga County Water District (now called Cucamonga Valley Water District) that has been executed for the specific purpose of providing supplemental water in support of the "Ranch Plan." Subject to the Developer's successful completion of the construction of the in-tract water facilities, the District can and will provide domestic and non-domestic water service to each and every building parcel in the subject tract.

Furthermore, and subject to the Developer's successful completion of the in-tract sewer facilities and the District's construction of off-site sewer facilities, the District can and will provide sewer service to each and every building lot within the subject tract without exception.

26111 Antonio Parkway, Suite A, Las Flores, CA 92688
Mailing Address: P.O. Box 7005, Mission Viejo, CA 92690-7005
Customer Service (949) 459-6420 • Administration (949) 459-6600 • Operations (949) 459-6430


County of Orange
June 19, 2012
Page 2

At this time, the Developer has not provided surety to guarantee the construction of the in-tract water and sewer facilities. A final will-serve will be issued upon your request when (i) the Developer has guaranteed the construction of the in-tract facilities and (ii) construction of the District's water and wastewater facilities is assured.

Should you have any questions or desire additional information, please contact Clay Hutter at (949) 459-6581.

Very truly yours,

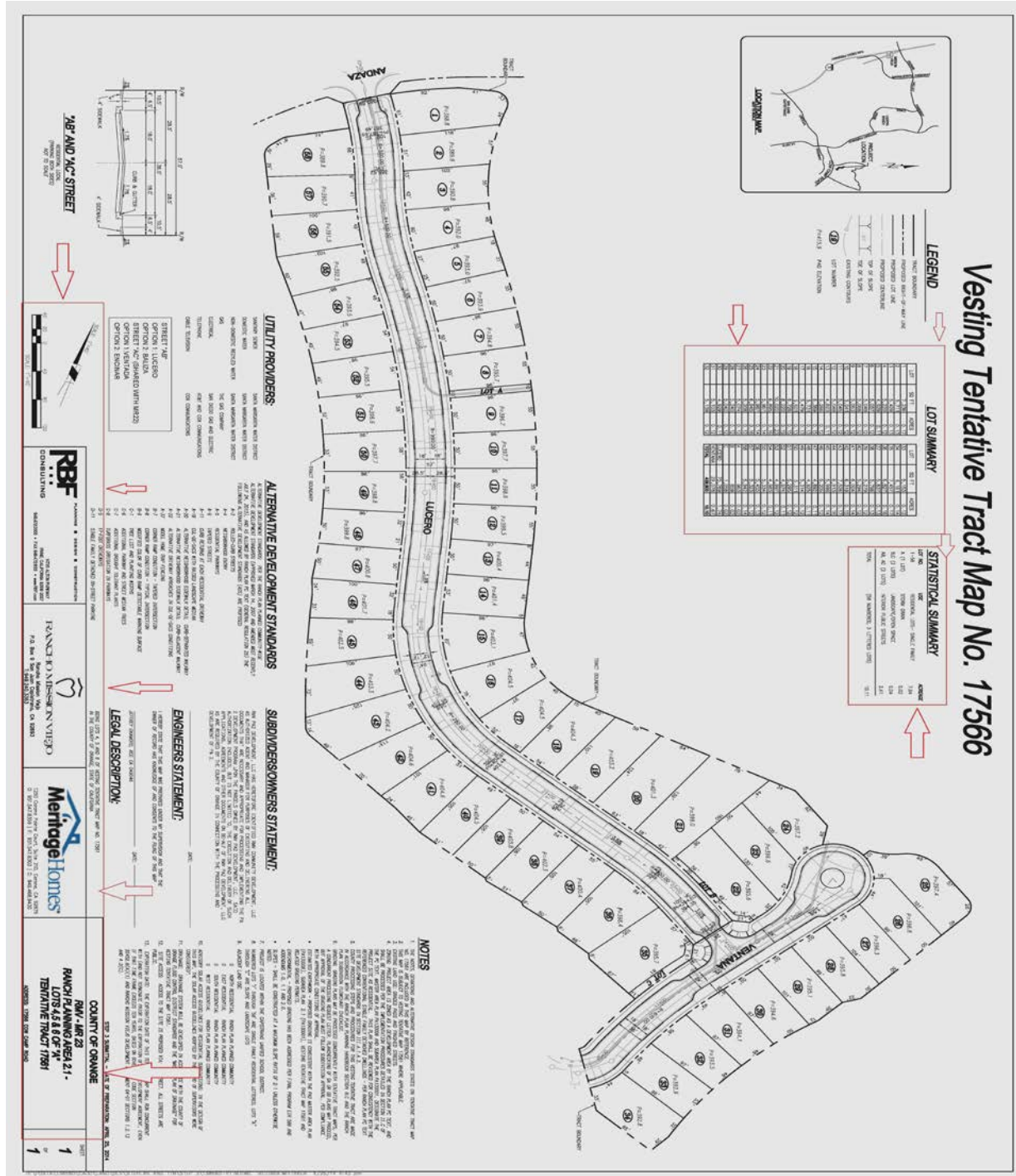
SANTA MARGARITA WATER DISTRICT

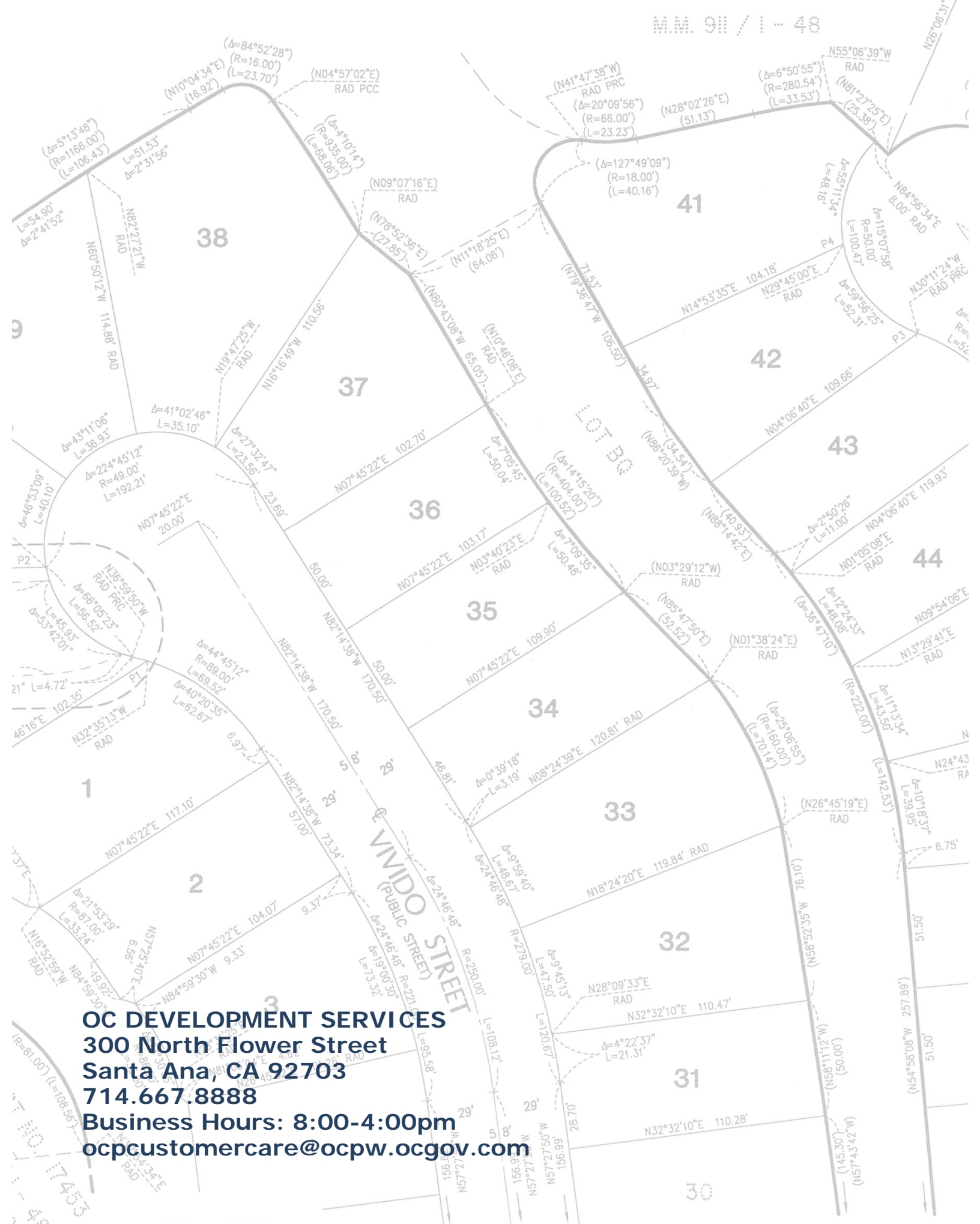


Daniel R. Ferons
Chief Engineer

P:\Clay\Prelimws\17063.doc.py

COUNTY OF ORANGE SUBDIVISION MANUAL
ATTACHMENT 10
Information Table (See red arrows)





OC DEVELOPMENT SERVICES
300 North Flower Street
Santa Ana, CA 92703
714.667.8888
Business Hours: 8:00-4:00pm
ocpcustomer@ocpw.ocgov.com