

Tentative Map – Streamlined Checklist

Condensed one-page checklist (advisory; refer to official handouts for full requirements).

- City of Petaluma – Planning Division
- Tentative Parcel / Subdivision Map – Streamlined Checklist
- Submit with General Application. Authorities: SMA (Gov. Code §§ 66410–66499.37) & Petaluma Subdivision Ordinance (Title 20).
- At a Glance
- 1) Required Submittals • 2) Map Content • 3) Processing • 4) Vesting • 5) Final Map • Appendix
- 1) Required Submittals
- General Application Form – completed & signed (SMA §66452; 20.16.010; IOZ §24.030)
- Fees / deposits per Council resolution (20.16.020; SMA §66451.2)
- Tentative Map by licensed surveyor/CE; boundaries certified (20.16.030; SMA §66434)
- Include scale + vicinity sketch on the map (20.16.040–050)
- Completeness certificate within 30 days (20.16.025; Gov. Code §65943)
- Accompanying data statement (items not on map) (20.16.390)
- 2) Tentative Map – Required Content (Title 20.16)
- 3) Processing & Agency Coordination
- Planning Director report – conformity with GP/Zoning/regs (20.16.410)
- City Engineer report – improvements & Map Act provisions (20.16.420)
- Planning Commission recommendations within 30 days of filing (unless extended) (20.16.430)
- City Council acts within 30 days after scheduling PC report (20.16.440)
- Planning Director notifies subdivider of Council action (20.16.450)
- Approval does not waive conditions/standards (20.16.460)
- 4) Vesting Tentative Map (Residential – Optional)
- ■ Print “Vesting Tentative Map” on face at filing (20.18.030(A))
- ■ Submit: building heights/size/location; intended uses; detailed grading; architectural plans (20.18.030(B))
- ■ Fees same as tentative map (20.18.040)
- ■ Expiration/extension mirror tentative map; development rights per 20.18.060 (20.18.050–060)
- ■ Must be consistent with current zoning/general plan at filing (20.18.070)
- 5) Final Map – Summary Checklist
- Final map completeness certificate (≤30 days from filing) (20.24.385)
- City Engineer: conformity/tech review; transmit to Council (20.24.390)
- Planning Director: conformity certification (20.24.400)
- Security & improvement agreement approved; record map (20.24.370–380; 20.24.440)
- Final map fees per Council resolution (20.24.450)
- Post-recordation corrections/amending map (conditions apply) (20.24.460)
- Quick Comparison – Parcel vs Subdivision Map
- Acknowledgments & Signatures
- I acknowledge the requirements above and that staff will review for compliance with the Subdivision Map Act and Title 20.
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