



Community Development Department  
1 Plaza, PO Box 667  
Patterson, CA 95363  
Ph. 209.895.8020  
Fax 209.895.8019  
[www.ci.patterson.ca.us](http://www.ci.patterson.ca.us)

## SUBDIVISION

This information is provided as a guide to assist you in the preparation of the application for a **Subdivision**. It is also intended to explain the process by which the City analyzes and acts upon the application.

### Application Submittal

An application for a Subdivision shall be filed by the applicant or property owner on forms prescribed for this purpose. The application shall be submitted to the Planning Department, 1 Plaza (P.O. Box 667), Patterson, CA 95363.

### Processing the Application

The processing time for a completed Subdivision varies depending on the complexity of the application, environmental documentation required and public noticing requirements. A hearing before the Planning Commission will be scheduled and open to the public. It is recommended that the applicant or their agent attend the hearing to speak on behalf of the application and to answer questions the Planning Commission may have.

**Note: If the application is not complete within thirty (30) days of receipt the City of Patterson Community Development Department will deem the application incomplete, request additional information or return the application and application fee(s) to the applicant.**

### Decisions

After the City Council has rendered a decision, you will receive written communication of this determination, and if approved, any conditions of the approval. If not utilized or acted upon, Planned Development permit will expire two (2) years from the date of the determination. Extensions and modifications to the Planned Development permit are subject to specific qualifications as stated per Patterson Municipal Code 18.14.090.



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## Procedure

### Subdivision:

1. Pre-Application Conference with Planning Department Staff (Optional).
2. Submit Application/Fees
3. Staff Review Application for Completeness.
4. Staff Evaluation of Application.
5. Staff Produces Staff Report and Recommendations.
6. Public Notice sent to the newspaper and surrounding properties at least ten (10) days in advance of the Planning Commission Hearing.
7. Planning Commission Meeting.
8. Staff Produces Planning Commission Report and Recommendations.
9. Public Notice sent to the newspaper and surrounding properties at least ten (10) days in advance of the Planning Commission Hearing.
10. City Council Meeting.

## Building Permits

Application for a Subdivision does not constitute an application for a building permit. Separate building permit applications are required prior to construction. Building permits shall not be issued until the appeal period has expired or any appeals filed have been acted upon by the City Council.

## Required Findings

### In order to recommend approval or approve a Subdivision the City must find the following:

- A. That the map is consistent with the applicable general and specific plans of the City of Patterson;
- B. That the design or improvement of the proposed subdivision is consistent with applicable general and specific plans of the City of Patterson;
- C. That the site is physically suitable for the type of development;
- D. That the site is physically suitable for the proposed density of development;
- E. That the design of the proposed subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidable injure fish or wildlife or their habitat;



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- F. That the design of the subdivision or type of improvements are not likely to cause serious public health problems;
- G. That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.
- H. That the design of the subdivision will provide, to the extent feasible, for future passive or natural heating or cooling opportunities.

### **Application Submittal**

- 25 copies of the proposed tentative map drawn to scale (**one copy to be 8½ X 11 reproducible**);
- A statement that the tentative map is consistent with the current zoning of the land, and that all discretionary land use approvals, including but not limited to general plan amendments, zoning changes, and conditional use permits, have been obtained;
- A tentative utility plan indicating the location of all public utilities and facilities including, but not limited to, facilities for water, sewer, electric, gas, cable television, and street lighting to be installed to serve the subdivision and any facilities which currently exist within the boundaries of the subdivision;
- A report on provisions for storm drainage, sewage disposal and public utilities along with the location and design of all storm drainage and sewage disposal facilities;
- A written legal description of the subject area;
- A description of all public and semi-public recreational and/or educational areas and facilities proposed to be located within the development, stating anticipated financing, development and maintenance;
- A residential density analysis of the subject area, and the estimated population result in therefrom;
- The height, size, location and use of all buildings to be constructed within the subdivision;
- Typical architectural elevations and/or conceptual renderings of all structures proposed for the development;
- If any residential dwellings are proposed to be used as sales models, an application seeking approval of that use and showing the location of the dwellings to be used as models;



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- A statement indicating the stages of development proposed for the entire development;
- A statement indicating the provisions of an efficient, direct and convenient system of pedestrian and bicycle circulation;
- An engineer's report regarding the proposed grading;
- Geotechnical analysis of the subdivision land;
- Soils analysis of the subdivision land;
- Flood plan information including the amount of flooding that may occur during a 100 year storm, and mitigation measures necessary to protect the subdivision from flooding during a 100 year storm;
- Noise analysis with suggested mitigation measures;
- Required approval letters from other responsible agencies where applicable;
- Circulation diagram and traffic studies including, but not limited to, existing and future traffic, geometrics, number of lanes, level of service, and recommended pavement sections;
- When required by the City Engineer, feasibility or other future impact studies;
- Any other studies required because of peculiarities of the subdivision;
- Proof of owner's interest in the property (copy of deed, tax bill, etc...);
- A written statement of why the proposed subdivision will meet the required findings;
- Title report (if applicable);
- A completed Environmental Information Form;
- Location map;
- A written report which provides the information necessary to explain the physical development proposed if the subdivision is approved;
- Other information / attachments as may be required by the Community Development Director.
- \$3,058.00 Tentative Subdivision Map Fee (additional fees including, but not limited to, engineering and environmental may be required during processing of your application)**



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- Applicant may be required to contract for traffic and/or other impact studies, as determined by the City. Applicant to pay engineer's invoiced costs, including map check and Certificate of Compliance.

**Note: Should your project require an environmental review, the applicant is responsible for the environmental filing fees (effective 1-1-2022) as follows:**

- Negative Declaration (ND) or Mitigated Negative Declaration (MND)\* \$2548.00
- Environmental Impact Report (EIR)\* \$3539.25
- Environmental Document Pursuant to a Certified Regulatory Program\* \$1203.25
- County Clerk Processing Fee \$57.00
- (\*Department of Fish and Game Fees)

**Note: At least one copy of all the submittals must be provided as an 8.5 x 11" or 11" x 17" reproducible copy.**

Additional information may be required by the Community Development Director during review of your application. Environmental assessment is required for all projects. If your project is not categorically exempt, environmental documents will be prepared and filed at the applicants cost.

The Subdivision Map Act provides fifty (50) days for review of tentative maps, beginning at the time the application is deemed complete and accepted as such. By signing this application, the owner/applicant agrees to extend the above processing time, if required by the City, in order to properly consider and process the subdivision application.



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## SUBDIVISION

**Project #:** \_\_\_\_\_

\_\_\_\_\_  
Name of Project / Development

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Mailing Address/City/State/Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Mailing Address/City/State/Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email

### Property Description / Location:

\_\_\_\_\_  
Project Location Address

\_\_\_\_\_  
Assessor's Parcel Number(s) APN:

**SIGNATURES: The above information as well as the plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct.**

**APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**OWNER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



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## Environmental Information Form

This information is provided as a guide to assist you in the preparation of the **Environmental Information Form**. It is also intended to explain the process by which the City analyzes and acts upon the form.

The State of California requires that most development projects submitted to the City of Patterson undergo some level of review under the California Environmental Quality Act (CEQA). CEQA is a state law that requires an analysis and public report on the potential environmental effects of any project that is carried out or approved by the City. The Environmental Information Form is used to determine whether a project needs to be reviewed under the CEQA regulations. The City of Patterson is responsible for reviewing the project to determine whether it is exempt from CEQA review.

If CEQA review is required, three types of reports are typically prepared for projects: 1) CEQA Exemption, 2) a Negative Declaration, or 3) an Environmental Impact Report. A majority of projects are either Exempt or Negative Declarations. Planning Staff will let you know what type of documentation is required based upon the type of project that is being proposed, the characteristics of the property, and other factors that are spelled out in State CEQA regulations.

### Application Submittal

The Environmental Information Form shall be filed by the property owner or their representative agent on forms prescribed for this purpose. The application shall be submitted to the Planning Department, 1 Plaza (P.O. Box 667), Patterson, CA 95363.

Additional information may be required by the Planning Director during the review of the application.



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Number of Units, Unit Size, Range of Sale Prices/Rents, and Type of Household Size expected (Residential Only)

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Type of Development (Regional, City or Neighborhood), Square Footage of Sales Area and Loading facilities (Commercial Only)

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Type, Number of Employees per Shift and Number of Loading Facilities (Industrial Only)

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Major Function Employees per Shift, Occupancy, Loading Facilities, Community Benefit of Project (Institutional Only)

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Are the following items Applicable to the project or its effects? Please explain on additional sheets all items checked 'Yes'.

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Inconsistent with the City of Patterson's General Plan.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Affect the use of a recreation area or area of important aesthetic value.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Affect the functioning of an established community/neighborhood.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Displace community/neighborhood residence.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Affect unique natural or man-made features in the project area  |
| <input type="checkbox"/> | <input type="checkbox"/> | Significantly affect the potential use, extraction or conservation of a scarce natural resource                         |
| <input type="checkbox"/> | <input type="checkbox"/> | Significantly affect a historical or archeological site   |
| <input type="checkbox"/> | <input type="checkbox"/> | Serve as wildlife habitat for rare/endangered plant or animal species   |
| <input type="checkbox"/> | <input type="checkbox"/> | Affect fish, wildlife or plant life   |
| <input type="checkbox"/> | <input type="checkbox"/> | Result in soil erosion of agricultural land   |
| <input type="checkbox"/> | <input type="checkbox"/> | Change the pattern, scale, or character of the general area of the project  |
| <input type="checkbox"/> | <input type="checkbox"/> | Require certification, authorization or issuance of a permit by a Local, State, or Federal environmental control agency |
| <input type="checkbox"/> | <input type="checkbox"/> | Require facilities to be constructed in a flood plain   |
| <input type="checkbox"/> | <input type="checkbox"/> | Require facilities to be constructed on land with greater than a 15% slope  |
| <input type="checkbox"/> | <input type="checkbox"/> | Require constructing facilities on an active geologic fault   |
| <input type="checkbox"/> | <input type="checkbox"/> | Generate significant amounts of dust or noise (in either the construction or operational stages)                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Generate significant amounts of solid waste   |
| <input type="checkbox"/> | <input type="checkbox"/> | Substantially change existing noise or vibration levels   |
| <input type="checkbox"/> | <input type="checkbox"/> | Endanger the quality of the regional air or water resources   |
| <input type="checkbox"/> | <input type="checkbox"/> | Cause a significant change in the hydrology of the area   |





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- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | One in a series of foreseeable actions that may ultimately have an impact on the environment |
| <input type="checkbox"/> | <input type="checkbox"/> | Involve the application, use or disposal of potentially hazardous waste                      |

Certification: I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability and that the facts, statements, and information presented are true and correct the best of my knowledge and belief. **If any of the facts represented here change it is my responsibility to inform the City of Patterson.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_