



CITY OF OAKLAND

TENTATIVE PARCEL MAP

SUPPLEMENTAL SUBMITTAL REQUIREMENTS

TENTATIVE PARCEL MAP

(1 to 4 lots / condominium conversions, or construction of 1 or more new condominiums)

Supplemental Submittal Requirements:

1. Obtain the Parcel Map Number from the Mapping Division of the Alameda County Recorder's Office. Please call (510) 208-9857 to determine what information they need in order to assign a Parcel Map number. **Applications cannot be accepted without this information.**
2. One digital copy of the proposed Tentative Parcel Map prepared by a California State licensed Land Surveyor or by a Civil Engineer with a license number below 33966 (licensed prior to January 1, 1982). Maps must be no more than 3 years old from the time of submittal.
3. Prevalent lot size information:

In the S-9 Fire Safety Protection Combining Zone under Planning Code Chapter 17.88, lots shall be equal or larger in measure than the prevalent size of existing lots in the surrounding 200-foot radius area. Please provide the following below for lots within the S-9 Zone:
 - (a) a map of all parcels within or partially within 200' of the site perimeter (all using the same map scale).
 - (b) a sequential list of all the parcels within or partially within 200' of the site perimeter, in order of lot area (including a notation of the median lot area).
 - (c) a sequential list of all the parcels within or partially within 200' of the site perimeter, in order of lot width (including a notation of the median lot width).
4. For condominium conversions only: 60-day tenant notification as required by Sections 16.36.020-16.36.020 O.M.C.
5. For condominium conversions only: Copy of 3R report from Building Services documenting number of legal units.
6. For condominium conversions only: If units are vacant, a notarized letter stating when the units were vacant (must be at least 60 days).

Map Content:

☐ 1.	Parcel map number.
☐ 2.	Name and address of record owner, divider, and engineer or surveyor who prepared the map.
☐ 3.	Datum, north arrow, scale and date.
☐ 4.	Numerical or alphabetic designation of each parcel.
☐ 5.	Location, name, width, and improvement status of each abutting street, alley or path, and distance to nearest intersecting street.
☐ 6.	Location, purpose, and width of all existing or proposed public and private easements.
☐ 7.	Proposed vehicular access to each parcel.
☐ 8.	Location, type and trunk diameter of trees measuring at least twelve (12) inch diameter at a location four feet above grade.
☐ 9.	Dimensions and square footage of each parcel.
☐ 10.	Sufficient elevations or contours to determine the general slope of the land and all drainage features
☐ 11.	The location of existing structures to remain on parcels.
☐ 12.	Name of tract or grant in which survey is located.
☐ 13.	Original lot boundaries with lot and numbers, as shown in earlier filed tracts or parcel maps, within and adjacent to the proposed minor land division.
☐ 14.	Name of tract or grant in which survey is located.
☐ 15.	Provisions for drainage, flood control, sewage disposal and water supply availability.

These supplemental submittal requirements are in addition to the submittal requirements listed in the Basic Application for Development Review.