



DEVELOPMENT SERVICES DEPARTMENT
Planning Division
 311 Vernon Street
 Roseville, California 95678

Ministerial Two-Lot Map Checklist
 Subdivision Ordinance Chapter 18.05.020 (Ordinance #6477)

Location	The parcel is located within the City’s R1 or RS zone district.
Size	The parcels are of approximately equal size. The smaller parcel is not smaller than 40 percent of the lot area of the original parcel.
	Each created parcel is a minimum of 1,200 square feet.
Utilities	Each parcel has or will have a dedicated water service line, water meter, and sewer service line. Any new services that need to be installed will meet current construction standards. The applicant acknowledges that Regional and Local Wastewater Connection fees, Water Connection fees (consistent with the land use designation as determined by the City) as well as installation fees will be at the expense of the owner.
Easements	The tentative map provides easements for the provision of public services and facilities.
Access	The parcels have access to, provide access to, or adjoin the public right-of-way.
Demolition	The proposed map does not require demolition or alteration of housing which has been occupied by a tenant within the last three years.
Accessory Dwelling Units (including Junior)	The applicant acknowledges that each lot may contain either two primary units <u>or</u> one primary unit and an accessory dwelling unit.
	The applicant acknowledges that if the project site contains an existing accessory dwelling unit, and the lot split places the accessory dwelling unit on its own parcel (with no primary unit), then the accessory dwelling unit will be redesignated in the City’s records as a primary unit. If reduced fees were paid for the ADU pursuant to the City’s ADU Fee Policy the applicant will be charged impact fees for a single-family home, but will be credited any fees previously paid for the accessory dwelling unit.
Map requirements	Prepared by a registered Civil Engineer and must include information necessary to demonstrate compliance with the application checklist and Subdivision Map Act.

Project Name:
Project Address:
Planning Parcel ID:
Project Applicant:

Ministerial Two-Lot Map Certification:

I, the Project Applicant or on behalf of the Project Applicant, acknowledge that the project, _____ (Project Name) complies with the application requirements for a ministerial two-lot map, and acknowledge the requirements for map approval. The Project Applicant understands that if it is later determined that the project does not comply with the application requirements, the project approvals may be denied or revoked.

Project Applicant Signature Date