City of
Huntington Beach
Department of
Community Development

How To Process a Tentative Parcel Map

A Tentative Parcel Map is required:

- When an applicant proposes to subdivide a single parcel into four or less parcels of land or;
- When multiple lots are proposed to be consolidated into one parcel or;
- When each parcel created by a subdivision would be at least forty acres or;
- When certain commercial and/or industrial properties are proposed to be subdivided or;
- When a certain property is proposed for subdivision that is already served by street improvements.

What To Do

1. Visit the Zoning Counter to discuss your request. During this session you will be given the appropriate application forms, instructions, advised of any additional materials that are required, and informed which judicial body will decide on your application. An application is also available on the Planning Division's website at: www.huntingtonbeachca.gov/

Parkland Dedication

The City requires a dedication of land or payment of in-lieu fees for park purposes, determined by a formula based on the size of the parcel and density created by the proposed project.

2. Submit the required application materials.
3. After staff has reviewed your application and (if necessary) advised you of any additional materials required, your application will be deemed complete.
4. Staff will process your application and schedule the application for hearing before either the Zoning Administrator or the Planning Commission. The applicant is strongly advised to attend the hearing to promote their project and answer questions.
5. Once the application is acted upon, there is a 10-day period for any aggrieved party to file an appeal. If the application is approved and no appeal is filed during this period, the applicant may proceed in processing the Final Parcel Map with the Public Works Department.

Justifications & Findings

Tentative Parcel Maps are evaluated for compatibility with the surrounding neighborhood as it relates to size, design, accessibility, development potential, future development of adjacent property and consistency with the City's General Plan.

Final Parcel Map

Once the Tentative Parcel Map is approved and no appeal has been filed, the applicant may begin processing the Final Parcel Map. A registered Civil Engineer or licensed surveyor shall prepare and submit the Final Parcel Map together with evidence that all conditions of the approval have been fulfilled. The map will be checked for technical accuracy and, when found to be acceptable by the City, it will be transmitted to the City Council for acceptance. Following Council's approval, the map is released to the County Engineer for additional checking and recordation.

Contact Information

Information on applications, zoning requirements, etc. is available by visiting the Third Floor of the Civic Center at 2000 Main Street (Corner of Yorktown and Main) or calling (714) 536-5271, or on the Planning Divisions website: www.huntingtonbeachca.gov/government/departments/community-development/

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