



City of Nevada City

Planning Department

317 Broad Street, Nevada City, CA 95959
NevadaCityCA.Gov

CHECKLIST FOR A SB 9 URBAN LOT SPLIT (PARCEL MAP)

This checklist is designed to provide property owners with an overview of the SB 9 requirements and process to subdivide an existing parcel into two legal parcels.

Projects must meet all the prerequisites listed below to potentially qualify for ministerial approval of a two-lot subdivision on a single-family zoned parcel. The criteria are state-mandated and cannot be waived or amended.

Criteria to apply for a SB 9 Urban Lot Split (Parcel Map):

- Parcel has a zoning designation of R1 or RR (i.e. a single-family zoned parcel)
- New parcel should be equal in area, or must be at least 40% of the original parcel's size (60/40 or 50/50 split)
- Each new parcel must be at least 1,200 square feet in lot area
- The subject parcel has not already been established/subdivided per SB 9. There cannot be a sequential subdivision on the same parcel, nor can there be a subdivision if the owner of the parcel being subdivided (or someone working in concert with that owner) has subdivided an adjacent parcel per SB 9.
- The subject parcel is *not*:
 - Located within the **Nevada City Historic District** or on a Historical Resources Inventory
 - Within a **100-year flood zone**, or within a floodway
 - Within a **very high or high fire severity zone** unless the site has adopted fire hazard mitigation measures pursuant to existing building standards or state fire mitigation measures applicable to the development
 - Within a **hazardous waste or hazardous list site**
 - Within an area designated as **Wetlands** as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2
 - Within a delineated **earthquake fault zone**
 - Property that contains habitat for protected species or land that is designated under a conservation easement
- The proposed subdivision does *not* result in the demolition or alteration of:
 - Affordable or rent-controlled housing
 - Market-rate housing that has been occupied by a tenant in the past three years
 - A parcel or parcels on which an owner of residential real property has exercised the owner's rights under Government Code Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 (Ellis Act) to withdraw accommodations from rent or lease within 15 years before the date that the development proponent applies

- Each parcel created by an Urban Lot Split shall adjoin the public right of way by means of a minimum twelve-foot street frontage.
- The lot split conforms to all applicable objective requirements of the Subdivision Map Act and Title 16 of the Nevada City Municipal Code, except as the same are modified by the City's implementing SB9 Ordinance
- The tentative map shall demonstrate that resulting unit development will avoid the following sensitive resources:
 - 100-ft along a waterway with perennial flow as depicted on a USGS 7-minute quadrangle map
 - 25-ft along a waterway with intermittent flow as depicted on a USGS 7-minute quadrangle map
 - Slopes in excess of 30% as depicted on a topographic map showing 2-foot contours
- The subject parcel must provide at least one off-street parking space per unit, except if
 - Parcel is located within ½ mile walking distance of high-quality transit corridor (i.e. bus line with 15 minute headway), or major transit stop
 - Or, parcel is located within one block of a car share vehicle lot
- No rental of any unit(s) shall be allowed for 30 days or less
- The lot split does not create more than two units on a parcel, including any accessory dwelling units or junior accessory dwelling units, unless the total development has a floor to area ratio (FAR) of 0.5 or less, pursuant to objective design standards
- As part of the Parcel Map application, the owner must sign an affidavit stating they will occupy one of the housing units as their principal residence for a minimum of three years

How do I apply for an SB 9 Urban Lot Split?

- A Pre-Application Meeting is required prior to formal plan submittal. Please contact the Planning Division at amy.wolfson@nevadacityca.gov to schedule a Pre-Application Meeting. When requesting a meeting, please also include a PDF of your preliminary plans.
- Plans can be submitted electronically by emailing a PDF of the plans to amy.wolfson@nevadacityca.gov with a description of the project.
- SB 9 projects must adhere to City Municipal Code, **Title 16 - Subdivisions**.
- Questions? Please the contact City Planner, Amy Wolfson at amy.wolfson@nevadacityca.gov

Useful Weblinks & Information

- City Municipal Code Title 16 - Subdivisions
- Tentative Map Application
- Ministerial Development- Objective Design Standards