CEST 63 – Subdivision Planning
COURSE SYLLABUS
Spring 2005
Section Web Page: http://online.santarosa.edu/section/?481

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Course Description:
The purpose of this course is to gain an understanding of the land development process, it's rules and regulations and the governing agencies involved. You will learn the process of subdividing property for different types of developments. You will learn how to research properties and parcels for the preparation of Tentative, Parcel, and Final Maps. You will prepare each of these maps according to the proper rules, regulations and engineering drafting techniques applicable to subdivision design. Your final project will be to prepare a project presentation for the planning commission for a typical single-family residential subdivision.

Textbook and Required Supplies:
- "CEST 63 Course Syllabus," Jerry Miller, PLS
- Three-ringed binder to organize and hold handouts throughout the semester is required.
- Scientific-Engineering programmable calculator.
- This course will utilize computer-aided drafting and design.

Course Goals and Objectives:
The student will:
- Identify the functions and responsibilities of private and public agencies involved in the planning and approval process of land development.
- Identify the functions of the land surveyor and engineer in subdivision and land development.
- Demonstrate an understanding of the Subdivision Map Act, it's use and regulations in land development.
- Demonstrate your ability to interpret legal descriptions and prepare legal descriptions for subdivided land.
- Prepare a tentative, parcel, final, and residential development using the proper techniques, rules and regulations set forth by state and local agencies.
- Perform complex computations relating to land surveying mathematics.

Attendance:
- Attendance is required for both lab and lecture hours. Class begins on the hour and ends at ten (10) minutes before the hour. You are responsible for your attendance. Excused absence only by contacting instructor **prior** to beginning of class. No Exceptions!

Assignments:
- All assignments are to be done per instructions and due at the specified time and date.
- Late assignments **WILL NOT** be accepted without prior approval of the instructor. A substantial deduction will be made to all late assignments.
- All assignments are to be done on the appropriate size sheet as instructed. If a sheet size is not given, 8½" x 11" paper shall be used.
- All written assignments, ie., reports, essays, etc., shall be typed.
- Assignments will have the students name, date, assignment # and class #, on the first page of the assignment. Multiple sheets will be stapled prior to turning in the assignment. REMEMBER that assignments are your responsibility. Failure to observe these conditions will result in papers being returned without credit. This will affect your grade!
- There will be off campus meetings for field trips, design review board, city council, county supervisors and planning commission meetings that you will be required to attend. Advanced notice will be given so that you can arrange your transportation.

Tests:

- There will be exams given on specific areas covered throughout the semester. Sufficient notice will be given prior to the exam date and a review of the exam will be conducted during the previous class lecture.
- **No make up exams will be given!**
- The final examination will be a take-home essay final. We will make oral presentations on Wednesday, May 18, 2005 from 1:00 to 3:45 p.m. in Room 1890. The final exam and presentations are required. Failure to complete both will result in a grade of "F".

Grading:

- Your grade will be based on the total points accumulated with respect to top score total points. The sum of the points in each category is multiplied by the following percentages to arrive at the total points accumulated and the top score total points.

HOMEWORK points multiplied by 25%
ASSIGNMENT points multiplied by 40%
+TEST/EXAM points multiplied by 35%
Total Accumulated Points (100%)

- Total points are calculated as noted above and final grades based on the following percentages.

YOUR TOTAL POINTS ÷ TOP SCORE TOTAL POINTS = GRADE %

90 - 100% = A
80 - 89% = B
70 - 79% = C
60 - 69% = D
Below 60% = F

- An "I" (incomplete) will only be given with the prior approval of the instructor.

CEST 63 - SUBDIVISION PLANNING

Spring 2005 COURSE OUTLINE

The objective of this outline is to assist you in planning your schedule. Every effort will be made to stay on schedule. However, the instructor may find it necessary to make appropriate changes to meet the learning objectives for the entire class. You should be familiar with the reading assignment prior to the class lecture. You should allow yourself a minimum of six hours per week to complete the reading, homework and project assignments. You may find it necessary to arrange time outside the scheduled hours to complete your assignments. See the **Course Syllabus** for guidelines and specific information regarding course objectives, attendance, supplies, homework, project assignments, exams and grading.

Topic	Topic Description	Syllabus Reading	Homework/Assignment
1	Introduction to Land Planning	"Zoning & Bldg. Regulations"	Read Handout Hwk Questions
2	History and Purpose of Land Planning	"Subd. Map Act Course Syllabus"	Hwk Questions
3	Zoning and Building Regulations	"Land-use Planning & other public controls"	Hwk Questions and Asnmt. #1
4	Land Planning Mathematics	Coordinate Geometry Handout	Asnmt #2
5	Subdivision Map Act and Platting Laws	Subd. Map Act.	Web Site Research
6	Deeds and Legal Descriptions	Instructor Handouts	Hwk Questions and Asnmt #3
7	Land Development Tentative Map	Tentative Parcel map Package	Asnmt #4
8	Land Development Parcel/Final Map	Final Map Package	Asnmt #5
9	Land Development Planning/Approval Process	Instructor Handouts	Asnmt #6
10	Land Development Residential Development Project Presentation	Residential Development package	Asnmt #7