Tentative Map: Revised Map			
EFFECTIVE 9/15/2013		FEES*	INITIAL DEPOSIT*
PDS PLANNING			$1,840
ENVIRONMENTAL			$1,415
PDS REVIEW TEAMS			$1,730
STORMWATER			$2,255
DEH	SEPTIC/WELL		**
	SEWER		**
PDS TRAILS REVIEW		$170	
VIOLATION FEE *(not included in total)*		None	
INITIAL DEPOSIT & FEE TOTAL $7,410			

* Use our Discretionary Permit Cost Guide to estimate the County portion of your project's cost. Forms are available at: http://www.sdcounty.ca.gov/pds/zoning/ZoningNumeric.html, or the links below.

Please follow all notes and instructions carefully to avoid delays in processing.

PART A:

Each item below must be saved as an electronic PDF file on a USB Flash Drive.

- ---- Tentative Map
- ---- Preliminary Grading Plan **(must be shown on separate sheet).**
- ---- Slope Analysis/Map **(must be shown on separate sheet).**
- ---- Resource Protection Study
- ---- Storm Water Management Documents (see Notes 2, 3).

PART B:

Each item below must be printed on paper, completed and have all required signatures.

- ---- Tentative Map: **ELEVEN (11)** copies (see Note 4).
- ---- Tentative Map (REDLINED copies of Original Map): **THREE (3)** copies (see Note 10).
- ---- Preliminary Grading Plan **(must be shown on separate sheet): TWO (2)** copies.
- ---- Slope Analysis/Map **(must be shown on separate sheet): TWO (2)** copies.
- ---- Resource Protection Study: **ONE (1)** copy.
- ---- Public Notice Package (see PDS-516 for specific requirements): **ONE (1)** copy.
- 126 Acknowledgement of Filing Fees and Deposits: **ONE (1)** copy (see Note 1).
- 299 Supplemental Public Notice Certification: **ONE (1)** copy.
- 305 Ownership Disclosure: **ONE (1)** copy.
- 346 Discretionary Permit Application: **ONE (1)** copy (see Note 1).
- 366 Environmental Review Update Application: **ONE (1)** copy.
- 394 Preliminary Floodplain Evaluation: **ONE (1)** copy.
- 399F Fire Availability: **ONE (1)** copy.
- 399S Sewer Availability: **ONE (1)** copy.
- 399SC School Availability: **ONE (1)** copy.
- 399W Water Availability: **ONE (1)** copy.
- 514 Public Notice Certification: **ONE (1)** copy.

524 Notice To Property Owners: **ONE (1)** copy.

Storm Water Management Documents:

Step 1: Storm Water Intake Form for All Permit Applications: **ONE (1)** copy (see Notes 2, 3).

Step 2: **As determined by the Intake Form above, complete the required SWQMP below.**

Standard Project SWQMP: **ONE (1)** copy (see Notes 2, 3).

Or

Priority Development (PDP) SWQMP: **ONE (1)** copy (see Notes 2, 3).

PART C:

All items below are for your information. Please do not bring in these items.

209 Defense and Indemnification Agreement FAQs
298 Supplemental Public Notice Procedure
374 Resource Protection Study
491 Tentative Map Applicant Guide for Time Extension, Revised Maps/ Expired Maps
515 Public Notice Procedure
516 Public Notice Applicant's Guide
906 Signature Requirements

NOTES:

1. **IMPORTANT:**

   A Registered Property Owner **MUST SUBMIT** a **Signed Letter of Authorization** for an Agent if;
   An Authorized Agent signs the PDS-346 form and is not the registered owner of the parcel.
   Or, the parcel is owned by two or more registered owners.
   Or, not all of the registered owners are signing the PDS-346 form.
   Or, the Authorized Agent is not the Financially Responsible Party.
   Or, the parcel is owned by a Corporation.

   ADDITIONALLY:

   Financially Responsible Party **MUST SIGN** form PDS-126.
   Financially Responsible Party **INFORMATION MUST MATCH EXACTLY** on form PDS-126
   Authorized Agent **may sign** form PDS-346 **ONLY IF ATTACHED** to a **Signed Letter of Authorization.**

2. Save each complete Study, Report, Plot Plan, Map, etc., as an electronic PDF file onto ONE (1) USB Flash Drive. Provide only ONE (1) USB Flash Drive. Submit only the requested files. Files CANNOT have any security restrictions or passwords. Please name each PDF file on the USB Flash Drive based on the "Title or Type" of document being submitted (examples: Plot Plan, Resource Protection Study, Grading Plan). Please note: the USB Flash Drive will not be returned.

3. The Storm Water Intake Form determines whether a project requires a Standard SWQMP or Priority Development Project (PDP) SWQMP. These forms and documents must be submitted on paper and as PDF files on the USB Flash Drive and have all required signatures.

4. All Maps are to be stapled together in sets and folded to 8½" x 11" with the lower right-hand corner exposed.

5. If the parcel is on septic sanitation system and/or well system, then Health Department (DEH) certification is required.

6. Refer to Section 81.310 of the Subdivision Ordinance. Revision is used for map alterations that are requested after the Resolution of Conditions has been issued (Map has been approved).

7. Project goes to local Community Planning Group and/or Design Review Board for recommendation.

8. If the application does not include revisions to the previously approved lot/road configuration, the requirements to submit maps and a Resource Protection Ordinance Study can be waived.

9. If project is a violation, plans must have Code Compliance Officer's stamp before accepting the application.

10. REDLINED copies of the Original Map must illustrate proposed changes to the street and/or lot configuration.

11. Your application package must be complete when you bring it in for submittal. The submittal process begins at the main "Check-In" counter on the first floor.

12. Office Location and Hours:
5510 Overland Avenue, Suite 110 (First Floor), San Diego, CA 92123.
Monday - Friday: 8:00 a.m. to 11:45 a.m. and 12:30 p.m. to 4:00 p.m. (Except County Holidays).