County of San Diego

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DIRECTOR

DEPARTMENT OF PUBLIC WORKS

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APPLICATION FOR MAP MODIFICATION

Project No. PM/FM _____ (TPM/TM _____)

APPLICANT – Please complete the following:

Applicant Name _____ Phone (___) _____
(Last, First, Middle Initial or Firm Name)

Applicant Address _____

City _____ State _____ Zip _____

Tax I.D. or Social Security No. _____

Engineer Name _____ Phone (___) _____
(Last, First, Middle Initial or Firm Name)

Engineer Address _____

City _____ State _____ Zip _____

Owner Name _____ Phone (___) _____
(Last, First, Middle Initial or Firm Name)

Owner Address _____

City _____ State _____ Zip _____

Tax I.D. or Social Security No. _____

I hereby request the Department of Public Works to accept this application for modification of Parcel Map/Final Map No. _____ for reasons outlined in the attached letter dated _____.

Section 66472.1 of the Subdivision Map Act requires that the following four findings be made by the County prior to approval of a map modification. Please explain your reasoning as to how the required findings can be made for your proposed map modification after each finding listed below.

Finding No. 1: There are changes in circumstances, subsequent to the recording of the map, which make any or all of the conditions of such map no longer appropriate or necessary. (Explanation):

Finding No. 2: That the modifications do not impose any additional burden on the present fee owner(s) of the property. (Explanation):

Finding No. 3: That the modifications do not alter any right, title, or interest in the real property reflected on the recorded map. (Explanation):

Finding No. 4: That the map as modified conforms to the provisions of Section 66474 of the Subdivision Map Act. (Explanation):

The first phase of the Map Modification process is to determine if the County can make and substantiate the above findings.

The following material is presented to the Department of Public Works, Land Development Counter:

A. The **original** and 3 **copies** of DPW "Application for Map Modification";

B. The **original** and 3 **copies** of Department of Planning and Land Use (DPLU) Form 346 "Discretionary Project Application" (copy front page only);

C. The **original** and 3 **copies** of a letter to DPW outlining the problem and the modification desired;

D. **4 copies** of a map showing the proposed modifications to the Recorded Final or Parcel Map;

E. A current Preliminary Title Report for the **entire** area divided by the Subdivision Map or Parcel Map;

F. **1 check** for **$1,115 (minor and major subs),** payable to County of San Diego, as an initial deposit for the Department of Public Works.

G. **1 check for $560,** payable to County of San Diego, as a fee for CEQA review. Deposited in DPW account along with $1,115.00

H. **1 check** for **$410,** payable to County of San Diego, as a fee for the Department of Planning and Land Use.

I. **1 check** for **$787**, payable to County of San Diego, as a fee for the Department of Environmental Health **(required if project is served by septic)**.

I understand that if the findings can be made, the second phase may begin. I will be notified by letter regarding the procedure and how much additional deposit is needed to continue the project. No further work will be performed until the necessary deposit is received by Land Development.

_____ _____

Signature of Owner(s) of all Lots/Parcels **Date**
or Authorized Agent(s)

DEPARTMENT OF PUBLIC WORKS
LAND DEVELOPMENT
FINANCIAL RESPONSIBILITY FORM

(All lines in red must be completed by LD Counter Staff)

Date: _____ PROJECT #: _____

PERMIT # _____ PERMIT TYPE: _____

OWNER:

Name: _____

Mailing Address: _____

_____

Phone Number: _____

Email Address: _____

FINANCIAL RESPONSIBLE:

Name: _____

Mailing Address: _____

_____

Phone Number: _____

Email Address: _____

_____

Signature Date

_____

Print Name

(Entered into KIVA: Date: _____ By: _____)

New _____ Change _____ Same _____

COUNTY OF SAN DIEGO
MAP MODIFICATION PROCEDURE

The following is the procedure for modifying recorded Final and Parcel Maps per Section 66472.1 of the Government Code and Sections 81.513 and 81.809 of the Subdivision Ordinance.

I. Applicant shall submit to the **Department of Public Works, Land Development Division:**

A. The **original** and 3 **copies** of DPW "Application for Map Modification" (B1, B2, B3);

B. The **original** and 3 **copies** of Department of Planning and Land Use (DPLU) Form 346 "Discretionary Project Application" (copy front page only)(B4);

C. The **original** and 3 **copies** of a letter to DPW outlining the problem and the modification desired;

D. **4 copies** of a map showing the proposed modifications to the Recorded Final or Parcel Map, if appropriate;

E. **A current Preliminary Title Report for the <u>entire</u> area divided by the subdivision or parcel map;**

F. **3 checks** (4 if served by septic) to the County of San Diego in the amounts specified on the application, two to be deposited with Public Works and one to be forwarded to Planning and Land Use by Land Development. (see B3 for current deposit amounts)

Cases taken in by DPW under the Recorded Map Number as either FMA or PMA.

II. The Departments of Public Works, Planning and Land Use, and Environmental Health (if applicable) will make a preliminary investigation as to whether the below findings can be made:

A. <u>Required by Section 66472.1 of the Subdivision Map Act for a change to the recorded map</u>:

1. That there are changes in circumstances which make any or all the conditions of such a map no longer appropriate or necessary; and

2. That the modifications do not impose any additional burden on the present fee owner(s) of the property; and

3. That modifications do not alter any right, title, or interest in the real property reflected on the map; and

4. That the map as modified conforms to the provisions of Section 66474.

III. The Department of Public Works will notify the applicant by letter regarding the following:

A. Whether it preliminarily appears that the above findings can be made;

B. The amount of deposit necessary for Public Works to complete the process. This includes, but is not limited to:

1. Preparing documentation for the public hearing.

2. Providing public notice of the public hearing.

3. Holding the public hearing.

4. Checking the infringements to public and private easements.

5. Department of Environmental Health approval (if applicable).

6. Environmental Services Unit approval for CEQA.

C. Requesting that a title guarantee insuring the County as to status of title to be furnished to Public Works prior to decision (if applicable).

D. Requesting that the following items be submitted to the Department of Public Works.

1. Public Hearing Information and Materials:

a) Public Notice package (one set of addressed stamped envelopes, an extra set of gummed labels, and a list of

property owners within 300 feet). A minimum of 20 owners must be notified.

b) Appropriate vicinity map showing property and proposed change for inclusion in the Public Notice mailing.

2. Additional requirements (i.e., Fire Protection District letter if District's conditions are under review, Initial Study or EIR if determined not adequately covered by original document).

IV. If it is preliminarily determined that the requested modifications can be made and the applicant wishes to proceed, the applicant will assemble all materials listed in the letter described in paragraph III and submit them to the Department of Public Works as stated in said letter.

A. The Department of Public Works will:

1. Review all final documentation.

2. Set hearing date.

3. Prepare Preliminary Notice/Resolution.

4. Prepare information for public notice (property owner letter and newspaper advertising).

5. Hold hearing. (15 days minimum after advertising).

6. Make final decision.

7. Prepare Final Notice/Resolution.

8. Respond to appeal if necessary (appeal must be made within 10 days of final decision).

B. If the application is approved, the Department of Public Works will review the Amended Map or Certificate of Correction and return it to the engineer or surveyor who executed the document with an explanation of required corrections if the document is not ready for filing.

V. When all conditions of approval are satisfied, the Department of Public Works will file the Amended Map or Certificate of Correction, together with any related documentation, with the County Recorder.