



County of San Diego, Planning & Development Services

CHECKLIST OF FILING REQUIREMENTS FOR TENTATIVE PARCEL MAP TIME EXTENSIONS, REVISED MAPS AND SUCCESSORS IN INTEREST

ZONING DIVISION

REVISED MAP

- Applicant's letter requesting revision and describing changes, if any.
- Discretionary Permit Application (PDS-346).
- Ownership Disclosure Form (PDS-305).
- New Project Service Availability Letters – Sewer (if applicable, include Water, Fire, Schools PDS-399, W, F, SC) if service letters are older than 1 yr.
- New Health Department Certification (DEH) if on septic and/or wells.
- ENVIRONMENTAL REVIEW:**
 - Request to review prior environmental documents (PDS-366)
- AND**
- Four copies of previous AEIS (PDS-367)
- OR**
- Two copies of a letter requesting review of the previous EIR for the project.
- PUBLIC NOTICE PACKAGE:**
 - Current assessor's maps covering site and distance within distance requirements. see coversheet for minimum of different property owners.
- Typed list of all affected property owners by assessor's parcel number with name and address.
- One set of gummed labels on 8 ½" x 11" sheet with names and addresses of affected property owners.
- One set of stamped, (**use ONLY USPS "Forever" stamps**), business size envelopes, addressed with names and addresses of affected property owners.
- Notice of Proposed Subdivision Activity with vicinity map (PDS-277).
- Public Notice Certification (PDS-514).
- Supplemental Public Notice Certification (PDS-299).
- Copies of the map:
See coversheet for the number of copies required. Fold to 8 ½"x11" with lower right corner exposed.
- Resource Protection Study (PDS-374, PDS-394).
- Acknowledgement of Filing Fees and Deposits (PDS-126).
- Two copies of a Stormwater Management Plan.
- Applicable Fees.

REPLACEMENT MAP

- Discretionary Permit Application (PDS-346). Only if additional deposits are required by scoping letter.
- Copies of the map:
20 legible prints folded to 8 ½" x 11", with lower right corner exposed.

TIME EXTENSION

- Applicant's letter requesting Time Extension
- Discretionary Permit Application (PDS-346)
- Ownership Disclosure Form (PDS-305)
- New Project Service Availability Letters – Sewer (if applicable, include Water, Fire, Schools PDS-399, W, F, SC) if service letters are older than 1 yr.
- New Health Department Certification (DEH) if on septic and/or wells.
- Acknowledgement of Filing Fees and Deposits (PDS-126)
- ENVIRONMENTAL REVIEW:**
 - Request to review prior environmental documents (PDS-366)
- AND**
- Four copies of previous AEIS (PDS-367)
- OR**
- Two copies of a letter requesting review of the previous EIR for the project.
- Two copies of a Stormwater Management Plan
- Applicable Fees

5510 OVERLAND AVE, SUITE 110, SAN DIEGO, CA 92123
For any questions, please email us at: PDSZoningPermitCounter@sdcounty.ca.gov
<http://www.sdcounty.ca.gov/pds>