County of San Diego, Planning & Development Services

TENTATIVE MAP APPLICATION CHECKLIST FOR ADMINISTRATIVE TIME EXTENSIONS AND REVISED MAPS

ZONING DIVISION

TIME EXTENSION _____

- ☐ Applicant's letter requesting Time Extension.
- ☐ Discretionary Permit Application (PDS-346).
- ☐ Ownership Disclosure Statement (PDS-305).
- ☐ New Project Service Availability Letters (fire, school, sewer, water) (PDS-399F, Sc, S, W), if service letters are older than one year. Not applicable for condominium conversion.
- ☐ New Health Department (DEH) certification if on septic and/or wells.
- ☐ Environmental Review:
  - ☐ Four (4) copies of Request to Review Prior Environmental Documents (PDS-366) AND one (1) copy of the original AEIS (Application for Environmental Study)

- ☐ Public Notice Package:
  - ☐ Current Assessor's maps covering the site and within 300 feet with a minimum of 20 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 8-1/2" X 11" sheet with names and addresses of affected property owners.
  - ☐ One set of stamped **(use *ONLY* USPS "Forever" stamps),** business size envelopes with names and addresses of affected property owners.
  - ☐ Notice of Proposed Subdivision Activity with vicinity map (PDS-486).
  - ☐ Public Notice Certification (PDS-514).
  - ☐ Supplemental Public Notice Certification (PDS-299).
- ☐ Acknowledgement of filing Fees and Deposits (PDS-126).
- ☐ Two copies of a Stormwater Management Plan.
- ☐ Applicable fees.

REVISED MAP _____

- ☐ Applicant's letter requesting revision and describing changes, if any.
- ☐ Discretionary Permit Application (PDS-346).
- ☐ Ownership Disclosure Statement (PDS-305).
- ☐ New Project Service Availability Letters (fire, school, sewer, water) (PDS-399F, Sc, S, W), if service letters are older than one year. Not applicable for condominium conversion.

REVISED MAP (continued) _____

- ☐ New Health Department (DEH) certification if on septic and/or wells.
- ☐ Environmental Review:
  - ☐ Four (4) copies of Request to Review Prior Environmental Documents (PDS-366) AND one (1) copy of the original AEIS (Application for Environmental Study)
- ☐ Public Notice Package:
  - ☐ Current Assessor's maps covering the site and within 300 feet with a minimum of 20 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 8-1/2" X 11" sheet with names and addresses of affected property owners.
  - ☐ One set of stamped **(use *ONLY* USPS "Forever" stamps),** business size envelopes with names and addresses of affected property owners.
  - ☐ Notice of Proposed Subdivision Activity with vicinity map (PDS-486).
  - ☐ Public Notice Certification (PDS-514).
  - ☐ Supplemental Public Notice Certification (PDS-299).
- ☐ Copies of the map:
  - ☐ see coversheet of application; folded to 8-1/2" X 11" with lower right hand corner exposed.
- ☐ Resource Protection Study (PDS-374 & 394).
- ☐ Acknowledgement of filing Fees and Deposits (PDS-126).
- ☐ Two (2) copies of a Storm Water Quality 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 8 1/2 X 11", with lower right hand corner exposed.