



County of San Diego, Planning & Development Services  
**TENTATIVE MAP APPLICATION  
CHECKLIST FOR 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 a designated distance from the subject property (see table on PDS-515).
  - 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-524](#)).
  - 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.

---

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



**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 a designated distance from the subject property (see table on PDS-515)
  - 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.