

EL DORADO COUNTY PLANNING DEPARTMENT

2850 Fairlane Court, Placerville CA 95667

<http://www.co.el-dorado.ca.us/planning>

phone: (530) 621-5355 | fax: (530) 642-0508

MAP AMENDMENT FOR PARCEL & SUBDIVISION MAPS

(Revised 02/04)

PURPOSE

Chapter 16.72 of the County Code, "Amending of Final Maps", and §66472.1 of the Subdivision Map Act, provides for the modification of recorded final and parcel maps.

REQUIRED FINDINGS

16.72.040 Findings Required

In addition to those amendments authorized by section 66469 of the Government Code, a final map or a parcel map which has been recorded in the office of the county recorder, may be modified by a certificate of correction or amending map upon the approving authority's (of the original tentative map) determination that the following findings can be made concerning the modification:

- A. That there are changes in circumstances which make any or all of the conditions of such a map no longer appropriate or necessary.
- B. That the modifications proposed did not impose any additional burden on the present fee owner of the property.
- C. That the modifications proposed do not alter any right, title or interest in the real property reflected in the recorded map.
- D. That the map as modified conforms to the provisions of section 66474 of the Government Code. (Ord. 4151 §2(part), 1991)

PROCESS

1. Applicant/agent prepares all required submittal information, makes an appointment, and submits the application to the Planning Department.
2. Planner is assigned and the application is distributed to affected agencies for comment and recommendation.
3. Staff report is prepared and hearing is scheduled with the Zoning Administrator, Planning Commission or Board of Supervisors, as applicable.
4. Project and public hearing is noticed in the local newspaper.
5. Applicant receives the staff report prior to the public hearing which includes staff recommendation.
6. Public hearing is conducted where a decision is made.
7. Decision made by the Zoning Administrator or Planning Commission may be appealed by either the applicant or affected party within ten (10) working days after decision. Decision made by the Board of Supervisors is final.
8. After approval and after the ten-day appeal period, the applicant will be required to file an amended map or "certificate of correction" with the County Surveyor's Office.

TIMING

Steps 1 through 3 are typically completed within 60 days. Most applications will reach the public hearing (Step 6) within three months. Step 8, recordation of amended map or certificate of correction is dependent on the applicant filing the necessary documents with the County Surveyor's Office.

HEARING

The map amendment application is heard by the approving authority of the original tentative map. The hearing is given public notice in a local newspaper and also by mailing notice to all owners within 500 feet of the applicant's property.

APPEALS

The decision of the Zoning Administrator or Planning Commission may be appealed to the Board of Supervisors by either the applicant or the affected neighbors. Said appeal must be made within ten (10) working days from date of decision and filed with the Planning Department and appeal fee paid. If an appeal is made, the matter is heard at a public hearing of the Board of Supervisors with notice given as described above.

FEES

Current application and revision fees may be obtained by contacting the Planning Department at (530) 621-5355 or by accessing the Planning Department's online fee schedule at <http://www.co.el-dorado.ca.us/planning>.

NOTE: Should your application be denied, application fees are nonrefundable. Should you request withdrawal of the application, you may receive only that portion of the fee which has not yet been expended. If the public hearing notice has been advertised, fees are nonrefundable.

DEED RESTRICTIONS

Please review and understand any private deed restrictions recorded against your property to insure your proposed application does not violate such deed restrictions. If a conflict exists between the deed restrictions and your application, the County can still approve your application and issue necessary permits. However, County approval does not absolve your obligation to comply with deed restrictions.

APPLICATION

If the application and submittal requirements are not attached to this information packet, please contact the Planning Department. You may also call the Planning Department at (530) 621-5355 for general assistance.

APPOINTMENT

Applications are accepted by appointment only. Please call ahead for an appointment with a planner when you are ready to submit your application. Please have all required submittal information and documentation completed before your appointment. Appointments are generally made within 48 hours of your call to the Planning Department at (530) 621-5355.

EL DORADO COUNTY PLANNING DEPARTMENT

REQUIRED SUBMITTAL INFORMATION for Map Amendment for Parcel & Subdivision Maps

The following information must be provided with all applications. **If all the information is not provided, the application will be deemed incomplete and will not be accepted.** For your convenience, please use the check (√) column on the left to be sure you have all the required information. **All plans and maps MUST be folded to 8½" x 11"**.

FORMS AND MAPS REQUIRED

Check (√)
Applicant County

- | | | | |
|-------|-------|----|--|
| _____ | _____ | 1) | Application Form and Agreement for Payment of Processing Fees, completed and signed. |
| _____ | _____ | 2) | Letter of authorization from <u>all</u> property owners authorizing agent to act as applicant, when applicable. |
| _____ | _____ | 3) | Proof of ownership (Grant Deed), if the property has changed title since the last tax roll. |
| _____ | _____ | 4) | A copy of official Assessor's map, showing the property outlined in red. |
| _____ | _____ | 5) | An 8 ½ x 11" vicinity map showing the location of the project in relation to the distance to major roads, intersections, and town sites. |
| _____ | _____ | 6) | Provide name, mailing address and phone number of all property owners and their agents. |
| _____ | _____ | 7) | Ten (10) copies of the proposed map amendment, folded to 8½" x 11". |
| _____ | _____ | 8) | Narrative of requested amendment, including supporting documentation, if applicable. |
| _____ | _____ | 9) | Name and address of Homeowners' Association, CSA 9 Zone of Benefit, or other road maintenance entity if it exists in the project area. |

EL DORADO COUNTY PLANNING DEPARTMENT

APPLICATION FOR

ASSESSOR'S PARCEL NO.(s) _____

PROJECT NAME/REQUEST: (Describe proposed use) _____

IF SUBDIVISION/PARCEL MAP: Create _____ lots, ranging in size from _____ to _____ acre(s) / SF

IF ZONE CHANGE: From _____ to _____ IF GENERAL PLAN AMENDMENT: From _____ to _____

IF TIME EXTENSION, REVISION, CORRECTION: Original approval date _____ Expiration date _____

APPLICANT/AGENT _____

Mailing Address _____

Phone (_____) _____ FAX (_____) _____

PROPERTY OWNER _____

Mailing Address _____

Phone (_____) _____ FAX (_____) _____

LIST ADDITIONAL PROPERTY OWNERS ON SEPARATE SHEET IF APPLICABLE

ENGINEER/ARCHITECT _____

Mailing Address _____

Phone (_____) _____ FAX (_____) _____

LOCATION: The property is located on the _____ side of _____ street or road
N/E/W/S

_____ feet/miles _____ of the intersection with _____ major street or road
N/E/W/S

in the _____ area. **PROPERTY SIZE** _____
acreage / square footage

X _____ Date _____
signature of property owner or authorized agent

FOR OFFICE USE ONLY

Date _____ Fee \$ _____ Receipt # _____ Rec'd by _____ Census _____

Zoning _____ GPD _____ Supervisor Dist _____ Sec/Twn/Rng _____

ACTION BY: **PLANNING COMMISSION**
 ZONING ADMINISTRATOR
 PLANNING DIRECTOR

ACTION BY BOARD OF SUPERVISORS

Hearing Date _____

Hearing Date _____

Approved Denied (findings and/or conditions attached)

Approved Denied (findings and/or conditions attached)

APPEAL: Approved Denied

Executive Secretary

Executive Secretary