



County of San Diego, Planning & Development Services

SB 9-TPM MINIMUM SUBMITTAL REQUIREMENTS

With the implementation of Senate Bills SB 9 and SB 450, it is essential to comply with all submittal requirements. This checklist is designed to guide you through the initial SB 9-TPM submittal process. **Please note that any application failing to meet the specific criteria or fails to include the required information listed below will be deemed incomplete and rejected.** By following this checklist, you can streamline your application process and increase the likelihood of approval.

Please Note: Applications will be processed within 60 days once the application is deemed complete and all required information has been submitted. An application will be considered incomplete if it lacks any of the essential elements required for a complete review and approval. Having all the required forms and pre-approvals is necessary, but the quality of these submissions is equally important. **If any part of the application is found to be deficient during project review, or if the submitted forms are not completed correctly, the application will not be considered complete.**

Yes No SB 9-TPM MINIMUM SUBMITTAL REQUIREMENTS:

- Parcel is within **ORANGE** area of SB 9 Web Application (**Zoning staff will verify**)
- An electronic, well-drawn, and comprehensive TPM map containing all information listed on [PDS-602A](#). (**PM will verify during initial review**).
- Current deed and Title report (not more than six months old)
- Acknowledgement of Filing Fees and Deposits (see [PDS-126](#))
- Land Division Statement (see [PDS-240](#))
- Ownership disclosure (see [PDS-305](#))
- Evidence of Legal Parcel (see [PDS-320](#))
- Fire Availability (see [PDS-399F](#))
- Sewer Availability (see [PDS-399S](#))
- Water Availability (see [PDS-399W](#))
- Public Notice Certification and Public Notice package (see [PDS-514](#) & [PDS-516](#))
- SB 9 Public Notice Form (see [PDS-523](#))
- SB 9 Affidavit (see [PDS-601](#))
- SB 9-TPM Minimum Submittal Requirements (see [PDS-602](#))
- SB 9-TPM Permit Form (see [PDS-606](#))
- SB 9-TPM Viability Assessment from Land Development ([PDS-602B](#))
- Approval letter or email from DEHQ (if project is on septic)
- Approval letter or email from the appropriate Fire District
- Exemption from Coastal Commission (if site has "R" Special Area Designator)
- Project site has legal access rights through an existing easement to a public road, or right-of-way (ROW)
- If access is provided through an existing easement, a Color-Coded map from the Title Company showing the location of the easement(s) must be submitted
- The appropriate application fee/deposit has been paid

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County of San Diego, PDS, Zoning Division
SB 9-TPM MINIMUM SUBMITTAL REQUIREMENTS

Continued

- All listed items and forms above have been completed, properly organized, and saved as a PDF file on a USB flash drive.

To finalize the SB 9 subdivision, applicants are required to process and record a Parcel Map (PM). For detailed PM submittal requirements, please refer to the following link ([PDS-602C](#)).

Senate Bill (SB) 450, will take effect on January 1, 2025. This bill mandates that PDS must approve or deny a completed SB 9-TPM application within 60 days. If PDS fails to act within this timeframe, the application will be automatically deemed approved. Therefore, it is crucial that all required forms and information are submitted; otherwise, the application will be rejected.

By signing, the applicant certifies under penalty of perjury that all provided information is accurate and assumes responsibility for the complete submission of the SB 9-TPM application package. Inaccurate information or incomplete applications may result in a denial. Applications that do not meet the listed prerequisites or do not comply with the SB 9 requirements, cannot be approved, and the associated time and costs will be charged to the applicant's account.

Applicants are responsible for all costs related to the SB 9-TPM application, regardless of the outcome. For applications submitted as a "deposit case," any remaining funds will be refunded upon completion of the application and case closure process.

Please note: Complete applications will be processed within 60 days once all required information has been submitted and the application is deemed complete. An application is considered incomplete if it lacks any essential elements necessary for a thorough review and approval. A "completed application" must include all required information and documentation for PDS to process it. The 60-day processing period begins only after PDS has received a fully completed application. This means the application must contain all necessary information and documentation as required by PDS. We appreciate your attention to these details and look forward to assisting you with your proposal.

Print Name: _____

Signature: _____ Date: _____

Counter Staff Initials: _____ Submittal Date: _____