



PLANNING AND BUILDING DEPARTMENT

PLANNING DIVISION

2850 Fairlane Court, Placerville, CA 95667

924 B Emerald Bay Road, South Lake Tahoe, CA 96150

Phone: (530) 621-5355 Email: planning@edcgov.us

<https://www.eldoradocounty.ca.gov/Land-Use/Planning-and-Building/Planning-Division>

MAP AMENDMENT FOR PARCEL & SUBDIVISION MAPS

PURPOSE

[Chapter 120.72](#) 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

[Section 120.72.040](#) Findings Required

In addition to those amendments authorized by Government Code § 66469, a final map or a parcel map which has been recorded in the office of the County Recorder-Clerk, 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 Government Code § 66474.

PROCESS

- 1) Applicant/agent prepares all required submittal information, makes an appointment, and submits the application to the Planning Division.
- 2) A Planner is assigned, and the application is distributed to affected agencies for comment and recommendation.
- 3) A Staff Report is prepared, and a hearing is scheduled with the Zoning Administrator, Planning Commission or Board of Supervisors, as applicable.
- 4) Project and public hearing are 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) A 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.

HEARING

The Map Amendment application is heard by the approving authority of the original Tentative Map. All public hearings are advertised in a local newspaper, and notice is mailed to all property owners within a certain radius as described in [Section 130.51.050](#) of the Zoning Ordinance.

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 party. Said appeal must be made within ten (10) working days from date of decision and filed with the Planning Division 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 Division at (530) 621-5355 or by accessing the Planning Division's [online fee schedule](#).

Please refer to the current [Planning and Building Policies & Procedures](#) for the collection, administration, and refund of fees and/or charges associated with Planning and Building Department activities.

DEED RESTRICTIONS

Please review and understand any private deed restrictions recorded against your property to ensure 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.

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 completed before your appointment. Appointments can be made by calling the Planning Division at (530) 621-5355 or online by clicking [here](#).



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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. All plans and maps must be folded to 8 ½" x 11".

REQUIRED SUBMITTAL INFORMATION	
1	Completed and signed Universal Application form and Agreement for Payment of Processing Fees form .
2	Letter of Authorization form signed by all property owners listed on the Grant Deed 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 the 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 major roads, intersections, and town sites.
6	Provide the name, mailing address, phone number, and email address of all property owners and their agents.
7	Two (2) copies of the proposed Map Amendment, folded to 8 ½" 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.

The Planning Division reserves the right to require additional project information as provided by Section 15060 of the California Environmental Quality Act (CEQA), or as required by the General Plan development policies, when such is necessary to complete the environmental assessment.