



**EXTENSION OF TIME  
(TENTATIVE TRACT MAP & PARCEL MAP)  
SUBMITTAL REQUIREMENTS**

**A. ITEMS REQUIRED FOR FILING:**

- 1. Completed Application Form
- 2. Letter addressed to the City Council requesting an extension of time which shall include:
  - a. Date and applicant's signature, address and phone number.
  - b. Tentative tract number.
  - c. Original approval date.
  - d. Expiration date.
  - e. Length of extension requested.
  - f. Reason for delay and request for extension
- 3. Processing fee of \$1,980.00
- 4. 12 folded copies of the map drawn to scale.
- 5. Two (2) copies of the map reduced to 8.5"x11".
- 6. Submit one (1) CD containing the following information organized in the following folders:
  - a. Application Materials: Applicant letter to City Council.
  - b. Plans: Tentative Tract and/or Parcel Map.

**B. NOTICE TO APPLICANTS:**

- 1. Extension requests shall be submitted prior to the expiration date of the tentative tract map to be valid.
- 2. The extension request shall be reviewed by the Development Plan Review Committee prior to being placed on the City Council Agenda. No fee is required for the DPR.
- 3. It is recommended that applicant, representative or property owner should be present at all hearings.
- 4. All correspondence and reports will be mailed to the project proponent only.
- 5. If you have any questions regarding the above, please call the Community Development Department at (951) 736-2262.
- 6. All plans or maps submitted shall be folded to a maximum size of 8 x 14" with the title block visible.

**C. ATTACHMENTS:**

Items required on/for parcel maps and tentative tract maps

Revised 1/16/19

### ***Items to show on Tentative Tract Maps & Parcel Map Submittals***

1. North arrow and scale.
2. Lot lines and dimensions.
3. Vicinity map.
4. Existing and proposed street locations, width, approximate grade, on cul-de-sac bulbs, show both a curb line and a property line dimension for each lot (show all proposed streets by letter until proper name is determined).
5. Typical street cross-sections showing curb, gutter, sidewalk, parkway, dimension to centerline.
6. Approximate site grades (existing and proposed).
7. Legal description.
8. Site and surrounding zoning and land uses.
9. Owner, developer and engineers name, address and phone numbers.
10. List of utilities and the serving agency.
11. Number of subdivision (Tentative Tract Map or Parcel Map Number).
12. DPR or other related project file numbers on the margin.
13. Phasing and number of final maps. If one phase and one final map is planned, please indicate on map.
14. Existing buildings.
15. All easements, existing and proposed and their width.
16. Building setback lines.
17. List of all lot areas, widths and depths as measured by Corona Municipal Code Sections 17.04.390 and 17.04.357. (May be on separate sheet).
18. Street centerline radii.
19. Total site net acreage.
20. Site zoning and general plan.
21. Existing land use.
22. Proposed land use.
23. Pad elevations.
24. Fire hydrant locations.
25. Storm drains.
26. Sewer lines.
27. Water lines.
28. Location of all existing on-site trees and existing street trees.
29. Date of preparation and revisions.
30. Total linear footage of each street.