



City of Pomona
Planning Division

AN APPLICANT'S GUIDE

TIME EXTENSION FOR TENTATIVE MAPS

PURPOSE

The purpose of a Time Extension is to allow property owners and developers to extend Tentative Maps for up to an additional three (3) year period. A one (1) year time extension for each extension request may be applied for at least thirty (30) days prior to its expiration date. If the Tentative Map is not recorded within five (5) years from the date of approval, a new Tentative Map must be submitted to the Planning Commission for approval.

APPLICATION SUBMITTAL REQUIREMENTS FIRST EXTENSION

- ◆ Application for Tentative Map time extensions must be received at least thirty (30) days prior to the expiration date of the approval.
- ◆ Ten (10) copies of the approved Tentative Map (full size plans).
- ◆ One copy of the completed and notarized application signed by the property owner.
- ◆ A detailed letter (separate from application information) explaining the reason(s) for time extension request.
- ◆ \$809 filing fee for each request (\$125 filing fee for single-family owner occupied project).

SECOND OR THIRD EXTENSION

A second or third time extension may be applied for, if needed, to allow one additional year for each time extension request.

- ◆ Application for a second or third time extension must be received at least thirty (30) days prior to the expiration date of the previous time extension approval.
- ◆ Ten (10) copies of the approved Tentative Map (full size plans).
- ◆ One copy of the completed and notarized application signed by property owner.
- ◆ A detailed letter (separate from application information) explaining the reason(s) for time extension request.
- ◆ \$809 filing fee for each request (\$125 filing fee for single-family owner occupied project).