

Specific Plan & Specific Plan Amendment

Date submitted _____

Applicant _____ Project _____

To ensure that your application is complete and to avoid delays, please provide all information requested below that is applicable to your project and provide a copy of the completed checklist with your application. If you have any questions, contact the Community Development Department at (831) 385-3281.

- Completed & signed *general application form*
- All *applicable fees* (minimum fee of \$3,212 and based on actual times and materials)
- Three (3) sets of mailing labels* of all property owners within 300-feet of the project’s site boundary. The names and addresses of owners are those listed on the most current county equalized assessment roll or can be obtained from a title insurance company.
- Type of *Specific Plan Application*
 - New Specific Plan
 - Specific Plan Amendment (Check One)
- Submit twenty (20) copies of a *site plan* of the property with the following information:
 1. Fully dimensioned parcel boundaries drawn to a scale adequate to show the entire property and adjacent streets or properties on an 8 1/2" x 11" sheet.
 2. Address or location of property.
 3. Area of parcel in square feet or acres.
 4. A North arrow.
 5. A small location map clearly locating the property within the community.
 6. Area of parcel in square feet or acres.
 7. All access points to the property.
 8. Any additional information which would illustrate the proposal.
- Provide twenty (20) copies of a *specific plan document* which includes *text* and *diagrams* illustrating the following information:
 1. All requirements of Cal. Government Code §65451, including:
 - (a) A specific plan shall include a text and a diagram or diagrams which specify all of the following in detail:
 - (1) The distribution, location, and extent of the uses of land, including open space, within the area covered by the plan.
 - (2) The proposed distribution, location, and extent and intensity of major components of public and private transportation, sewage, water, drainage, solid waste disposal, energy, and other essential facilities proposed to be located within the area covered by the plan and needed to support the land uses described in the plan.
 - (3) Standards and criteria by which development will proceed, and standards for the conservation, development, and utilization of natural resources, where applicable.
 - (4) A program of implementation measures including regulations, programs, public works projects, and financing measures necessary to carry out paragraphs (1), (2), and (3).
 - (b) The specific plan shall include a statement of the relationship of the specific plan to the general plan.
 2. All other information which is necessary in the judgment of the planning agency for implementation of the planning agency, including, but not limited to (Cal. Gov. Code §65452):
 - a. Preliminary Grading Plans.
 - b. Preliminary Landscaping Plans.
 - c. Preliminary Utility Plans and Plans for Improvements.
 - d. Sample Building Elevations, and Information Showing How Building and Roads Will Be Constructed With Minimum Grading.
 - e. Preliminary Subdivision Plans.
 - f. Proposals Related to Land Use, Parking, Building Heights, Building Site Areas In General Conformity with, or in Excess of Minimum Requirements Set forth in Other Sections of the City’s Municipal Code.
(Municipal Code §17.33.040; Ord. 596§ 2 Exh. #. 1998: Ord. 354 § 4.32.4, 1973)
- Provide available information needed for Environmental Assessment (Initial Study or Environmental Impact Report)