



City of San Clemente | Planning Division

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APPLICATION

MULTI-UNIT HOUSING PROJECT

WITHIN HOUSING OVERLAY OR SUBJECT TO STATE LAW

PROJECT APPLICATION FEES

- ☐ **Option A:** Complete this application form and submit **\$2,500 fee** for deposit account to initiate staff review (additional fee may be required pending additional staff review time)
- ☐ **Option B:** Applicants unfamiliar with relationship between City code and applicable State law(s) may request a Preliminary Application Consultation with the Principal Planner/City Planner at the **hourly rate of \$250** prior to submitting application

SECTION 1: PROJECT INFORMATION

Address of Subject Property:

Assessor's Parcel Number (APN):

Lot Area (Square Feet or Acres):

General Plan/Zoning Designation:

Allowable Units/Acre:

Number of Existing Residential Units:

Number of Proposed Units:

Number of Existing Parking Spaces:

Number of Proposed Parking Spaces:

Residential or Mixed-Use:

FAR of Residential/Commercial:

Brief Project Description (attach additional pages if necessary):

Before submitting an application: If the property is controlled by a Homeowner's Association (HOA), check with them for CC&Rs and other legally established restrictions on development prior to beginning the application process. Some properties may have recorded CC&Rs without establishment of an HOA; consult your purchase records to verify any provisions that may affect housing development.

Applicant responsibility to identify applicable City code or State law: The project applicant must identify the applicable City code or State law they believe applies to the project and provide a written rationale. The following checklist may not cover all circumstances. State laws are ever-changing, visit <http://hcd.ca.gov/> or <https://lci.ca.gov/> for the latest information on State housing laws. Review the current version of the [San Clemente Municipal Code](#).

Applicable City Code Section or State Law (select all that apply):		
☐ SCMC Housing Overlay (Map) ☐ SCMC Urban Lot Split (SB 9) ☐ SCMC Two-Unit Project (SB 9) ☐ State Density Bonus	☐ SB 35 (RHNA Contingent Project Streamlining) ☐ SB 621 (Hotel Conversion to Affordable Housing) ☐ AB 2011 (Affordable Housing & High Road Jobs) ☐ Other: _____ Indicate Bill # or CA Gov. Code Section	
*All applications reviewed for consistency with the City's adopted Objective Design Standards		
SECTION 2: PROPERTY OWNER/APPLICANT INFORMATION		
Property Owner		
Name:	Phone Number:	
Email:		
Address:		
City:	State:	Zip Code:
I hereby certify that I am the owner of record of the property described in this application and that I approve of the action requested herein. Furthermore, I certify that all filing requirements have been satisfied for my application. I further understand that an incomplete application cannot be accepted for processing. SIGNATURE OF PROPERTY OWNER: _____ DATE: _____		
Applicant		☐ (if same as above, check box)
Name:	Phone Number:	
Email:		
Address:		
City:	State:	Zip Code:
I certify that all filing requirements have been satisfied for this application. I further understand that an incomplete application cannot be accepted for processing. SIGNATURE OF APPLICANT: _____ DATE: _____		

FOR OFFICE USE ONLY

DATE ISSUED: _____ **PROJECT NUMBER:** _____

PLANNER: _____ **TITLE:** _____

Application Certification

(To be completed by applicant and owner(s))

Affidavit

State of California)

County of Orange)

City of San Clemente)

I, _____ (print name), being duly sworn, depose and say that I am the applicant in the foregoing application, that I have read the foregoing application and know the content thereof and state that the same is true and correct to the best of my knowledge.

Applicant's Signature: _____

Address: _____

Phone: (____)____ - _____

Application Authorization

(If you are the applicant **and** the owner, you must sign in both locations.)

I, _____ (print name), the owner of the real property involved in this application, do hereby consent to the filing of this application.

Owner's Signature: _____

Address: _____

Phone: (____)____ - _____

Subscribed and sworn before me this _____ day of _____, _____.

(Notary Public)