



PROJECT APPLICATION

NOTE: An incomplete application cannot be scheduled for hearing. Payment of fees is due upon submittal of application.

APPLICATION REQUESTED

Check One:

☐ General Plan Amendment

☐ Rezone

☐ Variance

☐ Conditional Use Permit

☐ Tract Map

☐ Parcel Map

☐ Other _____

APPLICANT INFORMATION

Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-Mail: _____

Landowner Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-Mail: _____

Engineer Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-Mail: _____

JUSTIFICATION FOR EACH REQUEST

Explain in detail your request and why you believe your request is justified: _____

PROPERTY INFORMATION

Assessor Parcel Number(s): _____

Site Location or address: _____

Total site area: _____ Existing number of parcels _____

Present land use: _____

Existing structure(s) on property: _____

Is any portion of the project in a flood prone area: _____

Existing zoning: _____ Proposed Zoning: _____

Existing General Plan Designation: _____

Proposed General Plan Designation: _____

Surrounding Land Uses and Zoning: _____

PROJECT INFORMATION

Proposed land use: _____

Number of proposed lots/ parcels: _____

Lot sizes: _____ Average lot size: _____

Number of phases: _____

Proposed scheduling of project: _____

AUTHORITY TO FILE APPLICATION

Check One:

☐ Ownership

☐ Contract to Purchase*

☐ Power of Attorney*

☐ Other (specify) _____

* Attach evidence of authority

I hereby certify that the above information and accompanying document are true and accurate to the best of my knowledge and acknowledge that the processing of this application may require additional fees and expenses for the preparation of necessary environmental documentation and planning studies.

Applicant

Date

Owner

Date

FOR DEPARTMENT USE ONLY

Case No. _____

Date Accepted: _____

Date Filed _____

Public Notice Published/ Mailed _____

Receipt No. _____

Planning Commission Meeting/ Action: _____

Check No. _____

City Council Meeting

APPLICATION CHECKLIST

General Project Requirements

1. The proposed project shall be in compliance with the General Plan elements including compatibility and consistency with surrounding properties and developments.
 - A. The design of a new project shall be compatible with the zoning and the quality of life features in the general plan.
 - B. The landscaping shall be compatible and consistent with the surrounding area and be in compliance with the general plan as to size, species and spacing.
 - C. Any new residential projects shall be meet the density and lot coverage provisions of the general plan concepts and the zoning ordinance.
 - D. Commercial and Industrial projects shall comply with all landscaping, circulation and quality design aspects of the general plan update.
2. Any project submitted for review shall show the surrounding sites within 100 feet for residential and 300' for commercial to determine circulation issues, street lighting, and fire hydrant requirements.
3. New projects shall comply with Fire Department requirements related to fire sprinklers, alarm systems and fire hydrants per the public works standards.
4. All new designs shall as much as possible be consistent with the safety elements in the general to protect residents from burglary, car theft or related crimes.
5. In multi-family residential all open space, recreational, and landscaping provisions in the general plan and the current zoning ordinance shall be complied with.

Specific Project Requirements

1. One completed copy of the application form.
2. Legal description for the property on site plan drawing and a Preliminary Title Report, not more than 30 days old.
3. Notarized letter if the applicant is not the owner.
4. One copy of the County Assessor's Parcel Map showing the property involved outlined in red with the Assessor's Parcel Number.
5. Fifteen (15) copies of a site plan, floor plan, and exterior elevations.

Two (2) landscape and irrigation plans.

Three (3) drainage plans for the proposed site.

All plans or exhibits submitted shall be drawn and dimensioned to a reasonable scale in a legible fashion on a standard sheet of 18" x 24" or 24" x 36", and folded to a maximum size of 8" x 13".

6. In all cases, the following information shall be included in the appropriate drawings when submitting for a Conditional Use Permit, Site Plan Review, or Major Land Use.
7. Lot dimensions.
8. All buildings and structures and their location, elevations, size, height and proposed use; yards and space between buildings.
9. Walls and fences and their location, height and materials.
10. Access, pedestrian, vehicular, and service, points of ingress and egress and internal circulation.
11. Size and height of signs.
12. Loading areas, locations, dimensions, number of spaces and internal circulation.
13. Site lighting, general nature and hooding devices.
14. Street dedications and improvements.
15. Location of trash pickup facilities and screening.
16. Location, species and maturity of landscaping.
17. Indicate all existing utilities to and adjacent the site, and public facilities.
18. Show public right-of-way including of adjacent properties for 100 feet in residential projects and 300 feet for commercial or industrial.
19. Indicate paving materials of all paved areas.
20. Any phasing of a project shall be included as a part of the application.
21. Show roof mounted equipment and screening, existing and proposed.

22. Location of address and mail delivery system.
23. Location of irrigation system for landscaping
24. Indicate sidewalk, curb and/or gutter; if existing or proposed.
25. Indicate size, location and number of water services desired;
26. Indicate all existing and proposed sewer services and property line clean out.
27. Indicate all existing and proposed easements.
28. Verify flood hazard requirements.
29. Review location and spacing of hydrants for consistency with deployment plans for the Fire Department.
30. Review site to address security guidelines and anti-crime measures of identified by the Police Department.
31. Indicate the location of all signs and other traffic control.
32. Show how street improvements will transition to adjoining facilities.

ENVIRONMENTAL ASSESSMENT QUESTIONNAIRE

CITY OF DINUBA
405 E. EL MONTE WAY
DINUBA CA 93618
559-591-5900

CASE NO. _____
DATE FILED _____
FEE _____
RECEIPT NO. _____

The Community Development Department, by mandate of the California Environmental Quality Act (CEQA), must determine the environmental significance your project before proceeding with normal processing. The information included in this questionnaire will facilitate environmental assessment by identifying potentially adverse environmental impacts, and will be used to determine whether further review of the environmental impacts of a project will be necessary and, if so, whether a Negative Declaration or Environmental Impact Report will be most appropriate.

It is important that your information is accurate and that you answer all applicable questions. If a question does not pertain to your project, indicate that the question is not applicable by the letters NA. Definitive and factual information will assist the Community Development Staff in appropriately evaluating the project's impacts and will help avoid potential delays in the processing of your application.

INSTRUCTIONS: Please complete the following statements by filling in the designated blank spaces. Responses should be printed or typed so as to be legible. Additional information may be attached. Do not hesitate to ask for assistance on any of the statements you do not understand.

=====

I. GENERAL INFORMATION:

1. Name of Applicant _____
Address _____
Phone _____
2. Proposed project location _____

3. Assessor's parcel number(S) _____

II. EXISTING CONDITIONS:

1. Project land area (square feet or acres) _____
2. Project Parcel:
Present General Plan _____
Proposed General Plan _____
Present Zoning _____
Proposed Zoning _____
3. Project site land use: Undeveloped _____ Developed _____
4. If developed, describe existing buildings on site:
Use _____ Area _____
Use _____ Area _____
Use _____ Area _____
Use _____ Area _____
Total building area _____
5. Surrounding land uses and zoning:
land use zoning
North _____
South _____
East _____
West _____
6. Nearby services (stores, recreation, etc.) _____

7. Describe any power lines, water mains, pipelines or other transmission lines which are located on or adjacent to the property: _____

III. PROPOSED CONDITIONS:

1. Proposed use of site: _____

2. Proposed buildings on site:
Use _____, Area _____
Use _____, Area _____
Use _____, Area _____
Use _____, Area _____
Total building area _____
3. Number and type of structures to be moved as a result of the project: _____
4. Are any structures occupied? _____ If yes, how many? _____

5. If residential units are being removed, indicate number of dwelling units included: _____
6. Show all existing and proposed structures on site plan by type, and whether occupied. Also, indicate those to be removed.
7. Proposed Streets:
- | Street Name | Proposed width | Area |
|-------------|----------------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
8. Other proposed paved or impervious areas: Area _____
Describe: _____
9. Proposed grading and removal of vegetation: _____
10. Describe changes in site contours resulting from site grading plans: _____
11. Type and amount of soil to be removed: _____
12. Location moved to or from: _____
13. Proposed landscaped areas: Area _____
Describe (amount, size and type or plants used) _____
14. Landscape maintenance system _____
15. Total project site plan (include both existing & proposed):
- | | | |
|-------------------|-------|---|
| Building Coverage | _____ | % |
| Landscaped Area | _____ | % |
| Surfaced Area | _____ | % |
| Total | 100% | |
16. Other equipment to be installed _____
17. Anticipated hours of operation: _____
18. Do you own adjacent properties? (If yes, give Assessor's Parcel Numbers): _____
19. If development is to be phased, indicate or depict the phasing: _____

20. If the project involves a variance, conditional use permit or rezoning application, state this and indicate clearly why the application is required: _____

IV. SITE CHARACTERISTICS:

Hydrology

1. Are there any natural or man-made drainage channels through or adjacent to the property?_____ If yes, show on site plan and explain _____
2. Is any portion of the project in a flood prone area: _____
3. Any existing wells? _____
4. Soil characteristics: _____
5. Description of major vegetation cover (map acceptable) _____
6. Primary vehicle access to property _____
7. Public or private access: _____
8. Describe any public or private easements: _____

V. ENVIRONMENTAL IMPACTS OF PROPOSED PROJECT:

1. Soils (including prime agricultural soils to be removed from production) _____
2. Vegetation (including number, location, and type to be removed if any) _____
3. Hydrology (changes in drainage patterns and amount of runoff) _____
4. Visual impact (how will the site look different) _____
5. Traffic (how much traffic will be generated by project) _____

6. Will any part of the project cause increases in noise levels _____
7. Visual impacts (distance of visibility of project in all directions) _____
8. Air quality (will there be any discharge into the atmosphere as a result of the project) _____
9. Water quality _____
10. Growth inducing impacts (will project encourage further development in the area or set a precedent for higher densities) _____

Effects on City Services

1. Will the project require the extension of new municipal services?

Water _____	Sewer _____	Drainage _____	Parks _____
Police _____	Fire _____	School _____	Waste _____

VI. RESIDENTIAL PROJECTS:

1. Yes _____ No _____ Mixed _____ (If "no" disregard questions in this section.)
2. Total Dwelling Units _____ Total lots _____
3. Number of Structures _____
4. Number of dwelling units with:
one bedroom _____, two bedrooms _____,
three bedrooms _____, four or more bedrooms _____
5. Type of housing
single family _____, Multiple Family _____, Condominiums _____
6. Number of units for Sale _____, Rent _____
7. Approximate price range of units \$ _____ to \$ _____

VII. COMMERCIAL, INDUSTRIAL, AGRICULTURAL, INSTITUTIONAL OR NON-RESIDENTIAL PROJECT?

1. Yes___ No___ Mixed (if "no" disregard questions in this section)
2. Type of use(s)_____
3. Total number of square feet of floor area_____
4. If fixed seats involved, how many?_____
5. If assembly area without fixed seats, state designed capacity_____
6. Hours of operation_____ Months of operation_____
7. Expected maximum number of people/customer using facilities_____
8. Expected maximum number of employees, per shift_____ all shifts_____
9. Number of parking spaces proposed_____
10. Nature of noise generation, if any_____
11. Nature of odors emitted, if any_____
12. Any hazardous materials or dangerous chemicals on site_____
13. Amounts and types of waste materials to be generated_____
14. Type of loading/unloading facilities_____
15. Number of stories_____, Maximum height_____
16. Type of exterior lighting proposed_____
17. Lot coverage:
building coverage_____ % paved area_____ %
landscaped/open_____ %
18. Estimated use of utilities: Electric_____ KW
gas_____ therms water_____ gal

VIII. MITIGATION MEASURES:

Detail the specific mitigation measures which are needed including energy conservation measures in order to lessen the unfavorable effects (if any) of your project on the environment_____

To the best of my knowledge, the foregoing information is true. I understand that any changer, as a result of either inaccuracies or project notifications may necessitate additional environmental assessment.

Applicant signature

Date