



Gateway to the Redwoods

CITY OF WILLITS

COMMUNITY DEVELOPMENT DEPARTMENT

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Senate Bill 9 Eligibility Checklist: Urban Lot Split

The following information and checklist are intended as a guide to help applicants and the City's Planning Division determine if an Urban Lot Split project is eligible for ministerial processing under SB 9. To be eligible for SB 9 processing, a project must meet ALL the following criteria, from 1 through 11:

Project Address: _____

- ☐ 1. **SINGLE-FAMILY RESIDENTIAL ZONING.** The project site must be classified as a single-family zoning district. Single-family zoning districts in the City of Willits include R1, R2 and R3. To find the parcel's zoning district please visit: <https://cityofwillits.org/242/Maps> to view the Willits Zoning Map or call the Community Development Department to confirm at 707-459-7112.
- ☐ 2. **NUMBER OF PARCELS.** The parcel map must subdivide an existing parcel to create no more than two new parcels.
- ☐ 3. **SIZE OF PARCELS.** The proposed parcels shall be of approximately equal lot area, provided that one of the parcels shall not be smaller than 40 percent of the lot area of the original parcel proposed for subdivision. Both newly created parcels can be **no smaller than 1,200 square feet**.
- ☐ 4. **DEMOLITION/ALTERATION OF EXISTING HOUSING.** The proposed urban lot split would not require demolition or alteration of any of the following types of housing:
 - (A) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.
 - (B) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.
 - (C) The proposed housing development is not a parcel on which an owner has exercised rights under the Ellis Act (California Government Code Chapter 12.75) within 15 years.
 - (D) Housing that has been occupied by a tenant in the last three years.
- ☐ 5. **PRIOR USE OF URBAN LOT SPLIT.** The parcel has not been established through prior exercise of an urban lot split as provided for in Senate Bill 9.
- ☐ 6. **CONSISTENT WITH OBJECTIVE STANDARDS¹.** The project must meet all objective standards in the Willits City Code and the Subdivision Map Act (Division 2 (commencing with Section 66410)) at the time the application is submitted.

- ☐ **7. PARKING.** At least one-off street parking space provided per unit.
- ☐ **8. HISTORIC DESIGNATION.** The site cannot be a historic landmark.
- ☐ **9. OWNER OCCUPANCY.** The applicant shall submit a signed affidavit which states the applicant intends to occupy one of the housing units as their principal residence for at least three years from the date of approval of the Urban Lot Split.
- ☐ **10. SHORT TERM RENTALS.** The rental of any unit created pursuant to this process shall be for a term longer than 30 days.
- ☐ **11. LOCATION.** The project must be located on a property that is outside each of the following areas. **Some resources are publicly available in the City's General Plan EIR or through various state and regional websites. However, we do recommend that you consult with a professional:**

Either prime farmland or farmland of statewide importance

Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993).

A [very high fire hazard severity zone](#), as determined by the Department of Forestry and Fire Protection pursuant to Section 51178, or within a high or very high fire hazard severity zone as indicated on maps adopted by the Department of Forestry and Fire Protection pursuant to Section 4202 of the Public Resources Code. This does not apply to sites excluded from the specified hazard zones by the City, pursuant to subdivision (b) of Section 51179, or sites that have adopted fire hazard mitigation measures pursuant to existing building standards or state fire mitigation measures applicable to the development.

A hazardous waste site that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code, unless the Department of Toxic Substances Control has cleared the site for residential use or residential mixed-uses.

A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (commencing with Section 8875) of Division 1 of Title 2.

A flood plain as determined by maps promulgated by the Federal Emergency Management Agency, unless the development has been issued a flood plain development permit pursuant to Part 59 (commencing with Section 59.1) and Part 60 (commencing with Section 60.1) of Subchapter B of Chapter I of Title

44 of the Code of Federal Regulations.

- ☐ A floodway as determined by maps promulgated by the Federal Emergency Management Agency, unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations.
- ☐ Lands identified for conservation in an adopted natural community conservation plan pursuant to the Natural Community Conservation Planning Act (Chapter 10 (commencing with Section 2800) of Division 3 of the Fish and Game Code), habitat conservation plan pursuant to the federal Endangered Species Act of 1973 (16U.S.C. Sec. 1531 et seq.), or other adopted natural resource protection plan.
- ☐ Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).
- ☐ Lands under conservation easement.