City of Carson
Planning Division
701 E. Carson St.
Carson, CA 90745
Phone: 310-952-1700
http://ci.carson.ca.us

Development Permit Application Packet

Dear Applicant,

In an effort to improve customer service and ensure development applications are processed as quickly as possible, the Planning Division finds it necessary to remind its customers that complete application submittals are crucial to the plan review process. In the past, accepting incomplete applications had led to errors and time delays at the end of the review process. I do not wish this to happen to you.

All items listed on the enclosed *Application Materials Checklist* must be provided before the counter staff can accept your application for filing. Please schedule an appointment with Richard Rojas, AICP, Senior Planner to review these minimum requirements prior to submitting your application, as the counter staff does not have the authority to waive these requirements. Failure to schedule this initial review may result in delays. Call Richard at (310) 952-1700 x1365 to schedule an appointment.

The Planning Division looks forward to a continued efficient and professional relationship with you in the future. If you have any questions, comments, or concerns regarding this matter, please feel free to share with us.

Saied Naaseh
Planning Manager

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Development Permit Application Form

GENERAL INFORMATION

Property Owner:_____

Address:_____

_____

Phone:_____ Email: _____

Applicant:_____

Address:_____

_____

Phone:_____ Email: _____

(For Staff Use Only)

Date: _____

Received by: _____

Amount Paid: _____

Case Number: _____

Case Planner: _____

NCR Date: _____

I, _____ am the property owner of the subject property and have read and understand all statements including the filing requirements on the reverse side of this application. I hereby authorize _____ to act as my representative and to bind me in all matters concerning this application. I hereby affirm under penalty of perjury that the foregoing statements, facts and attachments are true and correct. I understand that this application for entitlement or variance may be denied, modified or approved with conditions and that such conditions or modifications must be satisfied prior to issuance of building permits. I understand that by filing the application, information on the application including, but not necessarily limited to, the name and address will be included on public records that are posted on the internet.

_____

Property Owner's Signature Date Applicant's Signature Date

TYPE OF REVIEW REQUESTED

- ☐ Conditional Use Permit
- ☐ General Plan Amendment
- ☐ Lot Line Adjustment
- ☐ Modification
- ☐ Pre-Application
- ☐ Sign Plan
- ☐ Site Plan and Design Review
- ☐ Specific Plan
- ☐ Tentative Parcel Map
- ☐ Tentative Tract Map
- ☐ Variance
- ☐ Zoning Map Amendment
- ☐ Other:_____

PROJECT LOCATION

General Location or Address of Project:_____

_____

Assessor's Parcel Number:_____

_____

LAND USE & ZONING

Existing Land Use Designation(s):_____

Existing Zoning Designation(s):_____

PROJECT DESCRIPTION

Fully describe the proposed project (attach additional sheets if necessary – please be detailed and specific):

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

COMMERCIAL & INDUSTRIAL PROJECT SUMMARY

Site Area: _____

Building Area:

Existing Structures: _____sq. ft. New Structures: _____sq. ft.

Existing Floor Area Ratio (FAR): _____ Proposed Floor Area Ratio (FAR): _____

No. of Phases: _____

Landscape Area: _____sq. ft. _____% of site area

Paved Area: _____sq. ft. _____% of site area

Building Occupancy Classification:

Type of Occupancy: _____

Type of Construction: _____

Roof Material: _____

Floor Area Distribution:

Type of Use	*Area (sq. ft.)*
TOTAL	

Parking:

Type of Use	Parking Ratio	No. Spaces Required	No. Spaces Provided
TOTALS			

RESIDENTIAL PROJECT SUMMARY

Site Area: _____

No. of Phases: _____

Dwelling Units:

	No. of Units
Single-Family:	
Multiple-Family:	
• Studio	
• One Bedroom	
• Two Bedrooms	
• Three Bedrooms	
• Four of more Bedrooms	
TOTAL	

Area Distribution:

	Area (in sq. ft.)	*% of Area*
Building Coverage		
Landscape Coverage		
Vehicular Area		
Common Open Space		
Private Open Space (total)		
Private Open Space (per unit)		

Parking:

	Parking Ratio	*No. Units*	*Spaces Required*	*Spaces Provided*
Single Family Detached				
Single Family Attached, Multi-Family & Condominium Units:				
• Studio				
• One Bedroom				
• Two Bedrooms				
• Three or more bedroom				
• Guest Parking				
TOTAL				

HAZARDOUS WASTE & SUBSTANCE AFFIDAVIT

Instructions:

1. This Hazardous Waste and Substance Affidavit must be completed in conjunction with an application requesting a discretionary permit or action that will affect a specific property.

2. Consult the current list of hazardous waste sites identified on the State of California, Water Resources Control Board website: http://geotracker.waterboards.ca.gov/map/?CMD=runreport&myaddress=Carson*, and specify on the Hazardous Waste & Substance Affidavit, below, whether or not the project site is identified on the Geo Tracker map.*

STATE OF CALIFORNIA)
COUNTY OF _____)
CITY OF _____)

I, the undersigned applicant, owner or officer of the property(ies) for which this application is made, being duly sworn, depose and say that pursuant to State of California Government Code Section 65962.5(e), I have consulted the list of identified hazardous waste sites on file with the State of California Water Resources Control Board, and certify that the property(ies): __is/are, __is not/are not identified on such list.

Date: _____ Signature: _____

Name (print or type): _____

NOTARY ACKNOWLEGDEMENT

STATE OF CALIFORNIA)
COUNTY OF _____)
CITY OF _____)

On _____ before me, _____,
(Date) (Insert name of Notary Public)

Notary Public, personally appeared_____,
Name(s) of Signer(s)

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature_____ *Place Seal Above*

CALIFORNIA GOVERNMENT CODE SECTION 65932.5

List of Hazardous Waste and Substance Sites; Submission to California Environmental Protection Agency Hazardous Materials Data Management Program

(A) The Department of Toxic Substances shall compile and update as appropriate, but at least annually, and shall submit to the California Environmental Protection Agency (Cal/EPA), Hazardous Materials Data Management Program, a list of all of the following:

(1) All hazardous waste facilities subject to corrective action pursuant to Section 25187.5 of the Health and Safety Code.
(2) All land designated as hazardous waste property or border zone property pursuant to Article 11 (commencing with Section 25220) of Chapter 6.5 of Division 20 of the Health and Safety Code.
(3) All information received by the Department of Toxic Substances Control Pursuant to Section 25242 of the Health and Safety Code on hazardous waste disposals on public land.
(4) All sites listed pursuant to Section of the Health and Safety Code.
(5) All sites included in the Abandoned Site Assessment Program.
(6) A list of all public drinking water which contain detectable levels or organic contaminants and which are subject to water analysis pursuant to Section 4026.2 or 4026.3 of the Health and Safety Code.

(B) The State Water Resources Control Board shall compile and update as appropriate, but at least annually, and shall submit to the California Environmental Protection Agency, a list of all of the following:

(1) All underground storage tanks for which an unauthorized release report is filed pursuant to Section 25295 of the Health and Safety Code.
(2) All solid waste disposal facilities from which there is a migration hazardous waste and for which California Regional Water Quality Control Board has notified the State Department of Toxic Substances Control pursuant to subdivision (e) of Section 13273 of the Water Code.
(3) All cease and desist orders issued after January 1, 1986, pursuant to Section 13301 of the Water Code, which concern the discharge of wastes, which are hazardous materials.

(C) The local enforcement agency, as designated pursuant to Section 18051 of Title 14 of the California Administrative Code, shall compile as appropriate, but at least annually, and shall submit to the California Waste Management Board, a list of all solid waste disposal facilities from which there is a known migration of hazardous waste. The California Waste Management Board shall compile the local lists into a statewide list, which shall be submitted to the California Environmental Protection Agency and shall be available to any person who requests the information.

(D) The California Environmental Protection Agency shall consolidate the information submitted pursuant to this section and distribute it in a timely fashion to each city and county in which sites on the lists are located.

(E) Before a local agency accepts as complete an application for any development project which will be used by any person, the applicant shall consult the lists sent to the appropriate city or county and shall submit a signed statement to the local agency indicating whether the project is located in a site which is included on any of the lists compiled pursuant to this section. If the site is included on a list, the list shall be specified on the statement.

(F) This section shall be become operative on July 1, 1987.

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Development Permit Minimum Filing Requirements

SITE PLAN AND DESIGN REVIEW

The minimum requirements for filing a Site Plan and Design Review application are listed below. An application that does not include the following plans and information will not be accepted for processing:

- ☐ Completed Application Form and filing fees.
- ☐ Preliminary Title Report
- ☐ Completed Environmental Information Form.
- ☐ Eight (8) complete sets of plans, including a site utilization plan, site plan, floor plan(s) and elevations (if exterior changes are proposed). (Note: Refer to the Development Permit Materials Checklist for the minimum plan preparation requirements.) Each set shall be stapled together as a single package and folded to 8½"X11".
- ☐ One (1) full sized set of colored plans, to include illustrative site plan, signage plan, landscape plan and building elevations, and any necessary cross-sections or perspectives. Plans shall not be mounted on boards.
- ☐ Photographs of the site (interior & exterior) and surrounding area.
- ☐ One (1) CD or flash drive containing all submitted plans and exhibits, and required site photographs. All plans, exhibits and photographs shall be in JPEG or PDF format.
- ☐ One (1) color and materials samples mounted on an 8½"X11" board (Note: Larger samples may be required).
- ☐ Any other plans or information that the Planning Manager deems necessary to facilitate processing of the application.

CONDITIONAL USE PERMIT

The minimum requirements for filing a Conditional Use Permit application are listed below. An application that does not include the following plans and information will not be accepted for processing:

- ☐ Completed Application Form and filing fees.
- ☐ Preliminary Title Report
- ☐ The project description shall include a complete description of the proposed use, including, but not limited to, services proposed, hours of operation, number of employees, number of seats provided, number of students, etc.
- ☐ Completed Environmental Information Form.
- ☐ Eight (8) complete sets of plans, including a site utilization plan, site plan, floor plan(s) and elevations (if exterior changes are proposed). (Note: Refer to the Development Permit Materials Checklist for the minimum plan preparation requirements.) Each set shall be stapled together as a single package and folded to 8½"X11".
- ☐ Photographs of the site (interior & exterior) and surrounding area.
- ☐ One (1) CD or flash drive containing all submitted plans and exhibits, and required site photographs. All plans, exhibits and photographs shall be in JPEG or PDF format.
- ☐ Any other plans or information that the Planning Manager deems necessary to facilitate processing of the application.

Additional Plans and Information: Any of the following items may be required, based on further review of the application:

- ☐ Traffic Study
- ☐ Air Quality Study
- ☐ Parking Study
- ☐ Acoustical Analysis/Noise Study
- ☐ Health Impact/Risk Assessment
- ☐ Fiscal Impact Analysis

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Development Permit Application Materials Checklist

PLAN PREPARATION GUIDELINES

Plans not conforming to the following guidelines will not be accepted for processing:

- ☐ All plans shall be drawn on uniform sheets, which are 24" X 36" or 30" X 42".
- ☐ Development Plans shall be prepared by an architect or civil engineer licensed to practice in the State of California.
- ☐ Tentative Tract or Parcel Maps shall be prepared by a licensed land surveyor or registered civil engineer. authorized to practice land surveying in the State of California.
- ☐ All plans/maps shall be clearly labeled with sheet title, project name and project location.
- ☐ A one-sheet master plan shall be provided where the detailed plan/map cannot contain the entire project on a single sheet.
- ☐ All plans shall be folded to 8½" X 11".
- ☐ All plans shall be clear and legible.

MINIMUM PLAN CONTENTS

Site Utilization Map: The site utilization map shall be drawn at a scale no smaller than 1"=100' and shall show the location of the site and the relationship of the proposed project to existing surrounding uses. Aerial photographs may be used if features are properly labeled. The map shall indicate the proposed project site plan and all of the following items within a 300-foot radius of the project site:

- ☐ North arrow oriented towards the top of the sheet.
- ☐ All parcel lines.
- ☐ Streets (right-of-way, frontage street improvements, utility lines and drainage facilities).
- ☐ Location and use of all structures and features.
- ☐ Adjacent access and circulation.
- ☐ Existing zoning and land use.

Site Plan: The site plan shall be drawn to an engineering scale no smaller than 1"=50', with the scale clearly labeled, and shall include the following minimum information:

- ☐ Name and address of developer, owner of record, and person who prepared the plan.
- ☐ Date of preparation and/or revisions.
- ☐ North arrow oriented towards the top of the sheet and a legend identifying any symbols.
- ☐ Property lines and dimensions.
- ☐ Plan needs to call out/illustrate paths of travel.
- ☐ A vicinity map showing the precise location of the project.
- ☐ Nearest cross streets on all sides of the project site, with approximate distances from the site.
- ☐ Show adjacent streets (distance from centerline), cross sections, and right-of-way width, including existing width and area proposed to be dedicated.
- ☐ Dimensions and nature of all easements.
- ☐ Street improvements (existing and proposed), including curbs, gutters, sidewalks, water lines, mains, conceptual water and sewer laterals from main to property line, utility poles, fire hydrants, street lights, and street trees.
- ☐ Location of existing and proposed buildings and structures (with finished grades).
- ☐ On-site drainage pattern by showing drainage arrows with % slope.
- ☐ Improvements on adjacent properties within 100 feet, of the subject site (with finished grades).
- ☐ Site Plan shall include a note that reads "Site Plan shall meet all Engineering & NPDES requirements".
- ☐ Parking layout, including stall size and location, back-up areas and drives, driveway approaches, curb cuts, pedestrian access, utility vehicle access and secondary access points (if deemed necessary).
- ☐ Handicap parking spaces.
- ☐ Loading zones.
- ☐ Location, height, and composition of walls and fences (existing and proposed).
- ☐ Location of refuse areas, including wall and fence heights and materials.
- ☐ Location of any outdoor storage areas.
- ☐ Setback distances, yards, and building separations.
- ☐ Landscape areas (shaded).
- ☐ Location of all existing trees. Identify whether the trees are to be preserved, relocated or removed.
- ☐ A tabular summary, including the following information:
  (1) Adjusted gross and net acreage;
  (2) Gross floor area per building and total floor area for all buildings;
  (3) Proposed density (dwelling units per adjusted gross acre for residential subdivisions and floor area ratio for commercial and industrial subdivisions);
  (4) Lot coverage ratio (percentage of site covered by buildings or structures);
  (5) Floor area ratio (total floor area divided by the site area)
  (6) Landscape coverage ratio (percentage of lot covered by landscaping);
  (7) Number of unit types, unit area by type, number of bedrooms, number of stories and number of units per building (as applicable); and

(8) Required and proposed number of parking spaces (covered, uncovered and handicapped accessible, as applicable).

- ☐ If the project is to be phased, indicate the limits of the phasing and all off-site improvements to be constructed with each phase. All project phasing must be disclosed at the time of initial application submittal and review. A phased project that is not disclosed up front may require the filing of a supplemental application ("Modification"), with appropriate fees to defray costs associated with additional City review and expenses.

Floor Plan: Floor plans shall be drawn to an architectural scale no smaller than 1/16"=1'-0" for commercial and industrial projects and 1/8"=1'-0" for residential projects, and shall include the following minimum information:

- ☐ Interior layout and dimensions of all levels.
- ☐ Finished floor elevation of ground floors.

Exterior Elevations: Building elevations shall be of sufficient size to show architectural detail and, generally, shall be drawn to an architectural scale no smaller than 1/16"=1'-0" for commercial and industrial projects, and 1/8"=1'-0" for residential projects. The building elevations shall include the following minimum information:

- ☐ Illustrative elevations of all sides of all buildings and structures.
- ☐ All building materials labeled on each sheet of the elevations.
- ☐ Proposed building colors labeled on each sheet of the elevations.
- ☐ Heights of all structures.
- ☐ Conceptual sign locations, sizes and type.
- ☐ Elevations of all walls and fences.
- ☐ Cross sections and enlargements of architectural elements or details, as needed.
- ☐ Screening treatment for HVAC units (include a cross section if necessary).
- ☐ Provide building floor plan section that corresponds with elevation below each of the elevations to illustrate articulation.

Signage Plan: Building elevations and individual elevations shall be of sufficient size to show sign details and, generally, shall be drawn to an architectural scale no smaller than 1/16"=1'- 0" for commercial and industrial projects, and 1/8"=1'-0" for residential projects. The sign plan shall include the following minimum information:

- ☐ Illustrative elevations of all sides of all buildings showing all the proposed signs including address numbers with dimensions.
- ☐ Sign plan must call out dimension, backgrounds, lighting, materials and font type(s) allowed.
- ☐ Any monument signs, freeway signs, directional signs and address numbers must all be shown and called out on plans. Elevations and details must be provided for each.

Conceptual Landscape Plan: The conceptual landscape plan shall be drawn to an engineering scale no smaller than 1”=50’, with the scale clearly labeled, and shall include the following minimum information:

- ☐ Conceptual location of trees and landscape planter areas (minimum 5 feet wide) and a plant legend which identifies trees, shrubs and groundcover.
- ☐ Indicate the intended function of plants (e.g. accent trees, street trees, canopy shade trees, screening hedge, etc.).
- ☐ Water elements and public art.
- ☐ Plan needs to call out/illustrate paths of travel.
- ☐ Proposed site utilities such as lights, transformers, power poles, backflow devices, etc.
- ☐ Existing tree locations identifying genus, species, and trunk caliper.
- ☐ Turf areas and edge restraint identified.
- ☐ Warm season turf is allowed only in recreational areas and single family home projects.
- ☐ Berming and/or mounded areas, swales and/or basins indicating height, width and depth.
- ☐ Plazas, sidewalks, and other hardscape elements, such as special paving materials and rocks.
- ☐ Walls and fences, and their materials and height.
- ☐ Location and design of community amenities and a legend which identifies such things as: Common or public open space/recreation areas. Tot lots, barbeque areas, pools/spas, recreation buildings, sports courts, etc.
- ☐ Primary and secondary project entry points and their treatments.

Tentative Tract and Parcel Maps: A Tentative Tract or Parcel Map shall be drawn to an engineering scale of 1”=50’. Other engineering scales may be accepted with prior City Engineer approval. The map shall include the following minimum information:

- ☐ Name, address and phone number of the applicant, engineer and/or architect, as well as any soils engineers or geologists whose services were utilized in the preparation of the project.
- ☐ Date of preparation and/or revisions.
- ☐ Precise legal description.
- ☐ North arrow oriented towards the top of the sheet and a legend identifying any symbols.
- ☐ A vicinity map showing the precise location of the project.
- ☐ A tabular summary, including the following information:
  - (1) Gross and net acreage;
  - (2) Proposed density (for residential subdivisions);
  - (3) Minimum and average lot area;
  - (4) Minimum lot dimensions (width and depth) for interior and corner lots; and
  - (5) Assessor's parcel numbers.

- ☐ Nearest cross streets on all sides of the project site, with approximate distances from the site.
- ☐ Boundary of Tract/Parcel map with heavy lines (sometimes referred to as “blue border”).
- ☐ Property lines and dimensions.
- ☐ Each lot/parcel shall be numbered.
- ☐ Common lots shall be lettered.
- ☐ The area/size of each lot/parcel shall be noted.
- ☐ Names of all public streets and their right-of-way width.
- ☐ Location and identity of all existing easements, with names of holder and recording information, and location and purpose of all proposed easements.
- ☐ Location and identity of adjoining tracts, other maps of public record, streets, and other public right-of-way.
- ☐ Dimensions and bearings, with precision compatible with data from which map was prepared, of boundary, proposed centerlines of street easements and dedications.
- ☐ Location and identity of any structures or obstructions within the proposed land subdivision and any significant topographical features inside the boundary or within 200 feet of the boundary, including existing water lines, sewer lines, drainage courses, railroads , driveways and the like.
- ☐ Layout of proposed streets (public and private), alleys, and other areas offered for dedication to public use.
- ☐ Streets and alleys shall be shown with approximate grade and general drainage pattern.
- ☐ Typical cross sections of all existing and proposed streets, alleys and easements, including railroads.
- ☐ Contour lines with intervals of 5 feet or less to indicate terrain and drainage pattern of the area.
- ☐ Existing contours should extend a minimum of 50 feet past the map boundary.
- ☐ Location, size, and approximate grades of proposed sewer and storm drains.
- ☐ Location of existing and proposed utilities/facilities (sewer, water, telephone, electricity, storm drain, street lights and cable TV). Location and description of all existing structures within the subdivision boundary.
- ☐ Location of existing trees, specifically noting trees with a trunk diameter of 4 inches or greater.
- ☐ Location, height and materials of existing and proposed walls and fences, including height of retaining portions of walls.
- ☐ If the map is to be phased, indicate the limits of the phasing and off-site improvements to be constructed with each phase.
- ☐ All project phasing must be disclosed at the time of initial application submittal and review.
- ☐ A phased map which is not disclosed "up-front," will require the filing of a supplemental application ("Modification"), with appropriate fees to defray costs associated with additional City review and expenses.
- ☐ If a parcel map waiver is requested or if the subdivider desires to submit a map not based on a field survey, the tentative map shall show information from which it can be determined that sufficient survey information exists on filed maps to locate and retrace exterior boundaries of the map and that at least one boundary line is a line between 2 existing monuments of record.

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Planning Division Fee Schedule

Appeal ……..…… $500.00 (or half of original filing fee not to exceed $2,500)
Bond Processing/Release ……..…….....$150.00
Building Relocation Review……..… $4,500.00 deposit
Certificate of Compliance Review……..$500.00
Conditional Use Permit – Commercial Uses…….……$6,000.00 deposit
Conditional Use Permit – Industrial Uses……..……$6,000.00 deposit
Conditional Use Permit – Legal Nonconforming – Second Dwelling Unit…….....$750.00
Conditional Use Permit – Legal Nonconforming – Vehicle Service and Repair……...$750.00
Conditional Use Permit – Oil Wells……..……$6,000.00 deposit plus pass-thru of third-party professional services
Conditional Use Permit – Other Uses…….……$6,000.00 deposit
Conditional Use Permit – Others Commercial Uses……$6,000.00 deposit
Conditional Use Permit – Residential Uses……..……..…$6,000.00 deposit
Conditional Use Permit – Shared Parking……..……..$2,500.00
Development Agreement……$20,000.00 deposit
Development Agreement (Oil Wells)……$20,000.00 deposit plus pass-thru of third-party professional services
Environmental – Study or Report ……..……Actual Cost
Extension of Time - Discretionary Permits……..…… $2,500.00
Extension of Time – Non-Conforming Privilege……...……$6,000.00
General Plan Amendment…….....$7,000.00 deposit
Good Neighbor Compliance……$10,500.00 deposit plus pass-thru of third-party professional services
Lot Line Adjustment…….……$1,000.00
Major Research/zoning compliance letter (Reproduction costs not included)……..$1,700.00 deposit
Minor Research/zoning compliance letter……...$75.00 each (one hour maximum)
Mobile Home Relocation Impact Report/Extension – Application Processing……..$7,500.00 plus $100.00 per unit
Mobile Home Relocation Impact Report/Extension - Extension of Time……$1,000.00
Mobile Home Relocation Impact Report/Extension - Modification……..$2,000.00 plus $100.00 per unit
Modification of Conditions of Discretionary Permit – Major (Public Hearing)……..Original filing fee not to exceed $2,500.00
Modification of Conditions of Discretionary Permit – Minor (No Public Hearing)……$1,500.00
Parcel Merger Review……..$1,000.00
Permit (streamers, banners, pennants & similar displays)……..$50.00
Plot Plan Review…….....$150.00
Pre-Application Review – Residential Single Family ……$150.00
Pre-Application Review - Other……$1,500.00 deposit
Sign Permits…….....$75.00 per sign
Sign Permit - Real Estate Sign……...$30.00 per event
Sign Program…….. $250.00
Specific Plans……$26,000.00 deposit

Site Plan and Design Overlay Review – No Public Hearing/Administrative……..…….$350.00

Site Plan and Design Overlay Review - Public Hearing…….……$10,000.00 deposit

Site Plan and Design Overlay Review - Public Hearing (Residential 1-2 Units)……$500.00

Temporary Use Permits (sidewalk, parking lot & tent sales)……...$50.00

Tentative Parcel Map……...$18,000.00 deposit (L.A. County) plus 15,000.00 deposit (City)

Tentative Tract Map…….....$22,000.00 deposit (L.A. County) plus 15,000.00 deposit (City)

Variance……$4,000.00 deposit

Zone Change……...$7,000.00 deposit

Zoning Ordinance Amendment.……$7,000.00 deposit

Zoning Ordinance Interpretation……...$4,100.00 deposit

Note: Deposits for concurrent applications are 50% of stated amounts

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Development Impact Fee Handout

The City is in the process of developing and adopting Development Impact Fees (DIF) on new developments. DIF are routinely collected by other cities to pay for impacts of a project on the City's infrastructure including, but not limited to, streets, sidewalks, bikeways, parkways and median landscaping, parks, police, fire, sewer, libraries, and reclaimed water.

The proceeds from DIF will be used by the City to pay for capital improvements necessary to accommodate new developments. The City's DIF will be developed to demonstrate that there is a reasonable relationship between the specific amount of the fee imposed, the particular development project and the cost of the public facility attributable to the project.

After the adoption of the DIF, the City will issue a letter to the Parties detailing the amount of the DIF due to the City. The Parties shall pay the DIF in full within 30 days from the date of the letter requesting the DIF payment. If payment is not received by the due date, the City will take further action for collection. The applicant may appeal the DIF amount to the Planning Commission. Any such appeal must be provided in writing to the City Clerk no later than 20 days following the date of notification of the amount from the Planning Department, stating the reasons for the appeal and including all relevant evidence in support thereof.