



COUNTY OF SAN BENITO
RESOURCE MANAGEMENT AGENCY
 PLANNING AND BUILDING INSPECTION SERVICES

Submittal Date _____

2301 Technology Parkway
 Hollister, CA 95023-2513
 E-mail: sbcplan@sanbenitocountyca.gov

Phone: (831) 637-5313
 Fax: (831) 637-5334

PROJECT APPLICATION

PLN

 File Number

This application is for (check all that apply)

Administrative Permit 25.29.109 (Formerly known as Special Plan Review)	Appeal: Staff Decision 25.47.001 / Planning Commission 25.47.002
Builders Remedy / Builders Remedy Preliminary Application	Conditional Use Permit / Amendment / Renewal 25.43
Design Review Committee / Preliminary Review Application	Development Agreement or Amendment of Same 19.11
Extraordinary Development Review	General Plan Amendment 19.29
Specific Plan 19.29	Tentative Map (Minor Subdivision) 23.07
Temporary Use Permit 25.29.015	Tentative Map (Major Subdivision) 23.07
Zone Change 25.45	Variance 25.41
If request is not listed, please describe here:	

1. Owner(s) Name: _____ **Email:** _____

Address: _____ City: _____ State: _____

Telephone: _____ Zip Code: _____

2. Applicant's/ Agent's Name: _____ **Email:** _____

Address: _____ City: _____ State: _____

Telephone: _____ Zip Code: _____

3. Property Address and Nearest Cross Street:

4. Assessor's Parcel Number: _____

5. Current Zoning: _____ **General Plan Designation:** _____

6. Property area (acres or square feet) _____

7. Describe the proposed project:

8. ADMINISTRATIVE PERMIT: Check all that apply

Sign Permit ___ C-District ___ M-District ___ Hillside Design ___
Rural Home Enterprise / Home Occupation ___ Non-conforming Parcel Review ___
Minor Use Permits ___ Accessory Structures ___

Other: _____

9. COMMERCIAL, INDUSTRIAL, MANUFACTURING DEVELOPMENT:

No. of employees _____
No. of existing parking spaces _____ No. of proposed parking spaces _____
No. of Loading Spaces _____ Hours of Operation: _____
Any hazardous materials manufactured or used on site? _____
If yes, what types? _____

10. REZONING OR AMENDMENT ONLY: The applicant wishes to amend Section _____ of the San Benito County Code, from a _____ Zoning District to a _____ Zoning District or some other classification.

11. GENERAL PLAN AMENDMENT ONLY: Describe the proposed amendment

12. SUBDIVISION INFORMATION ONLY:

Existing Number of Lots _____ Proposed Number of Lots _____
Existing Lot Size(s) _____ Proposed Lot Sizes _____

12A. SUBDIVISION INFORMATION ONLY- AFFORDABLE HOUSING CH. 21.03:

Proposed Number of Affordable Lots _____ Type of Proposed Housing _____
Proposed Lot Size _____ Proposed Lot Locations _____

13. VARIANCES ONLY: Describe the Variance request

Describe any exceptional or extraordinary circumstances that apply to the physical property:

14. Questionnaire:

Existing Square footage _____ Proposed Square Footage _____

No. of covered parking spaces _____ No. of uncovered parking spaces _____

How will water be supplied: Wells _____ Mutual System _____

How will wastewater be removed from the site: Septic Tank _____ Mutual System _____

Is the property served by a public or mutual water system? Please identify provider or, if no, describe water source:

Is the property served by public sewer? Please identify provider or, if no, describe means/feasibility of sewage disposal:

Does the project site contain a lake, stream, pond, vernal pool, or other water feature? _____

If yes, list number, size and type _____

Is the project site located within a 100-year flood zone? _____

Is the project located within an Alquist–Priolo fault zone? If yes, please identify fault name/zone:

Are there any known or mapped sensitive environmental resources on the property? _____

Does the project site contain any other known or mapped sensitive natural resources or hazards that would affect or be affected by the project? These may include landslides, mudflow potential, fire hazard, vegetation, important minerals, high water table, etc. _____

Describe any project potential to disturb cultural resources, such as historic structures, artifacts, or human remains:

Does the project site contain slopes of 30% or steeper? _____

Please describe any project potential to affect scenic features as viewed from the site or onto the site: _____

Is the property currently used for Agricultural purposes: Yes _____ No _____

Does the project site contain buildings that are ag exempt: Yes _____ No _____

Will the project require buildings that are ag exempt: Yes _____ No _____

Does the project site contain Prime Farmland, Grade-1 soil, or otherwise fertile soil suitable for agriculture?

Is the property under Williamson Act Contract? If yes, please include contract number:

Will the project require the removal of vegetation? _____

If yes, please list the amount and type of vegetation proposed for removal, including trees).

Trees, by type? _____

Other native vegetation? _____

Will the project require grading/moving of earth for building sites, access drives, and drainage? If yes, list the grading amounts: Cut: _____ cy Fill: _____ cy

Describe any drainage modifications: _____

Describe any new impermeable surfaces, including pavement and rooftops: _____

Describe features to offset new sources of runoff and to filter pollutants such as chemicals or sediment from runoff:

Describe road/access improvements: _____

Describe access-safety adequacy, including accommodation of emergency vehicles and design-hazard prevention:

Describe any potential to generate substantial light, noise, or odor: _____

Describe any manufacture, use, or storage of hazardous substances: _____

If any demolition or materials export, please describe destination for solid waste, such as landfill, recycling, and/or composting: _____

Have prior permits been approved for this location? If yes, provide permit number and description:

Does the project require approval by a homeowners' association? If yes, has approval been received?

Describe open/unresolved code violations on the property: _____

AFFIDAVIT

I hereby consent to and make application for the above referenced land use action(s) and certify that the information and exhibits submitted herewith are true and correct to the best of my knowledge. I further acknowledge that the burden to justify approval of this request is mine alone, and that neither the County staff nor the County officials are under any obligation to support or approve the requests contained herein. Additionally, I consent to a site visit by County staff for the purpose of reviewing my application.

Owner Signature Date

Applicant/Agent Signature Date

If there are multiple property owners, please attach a consent letter for each owner.

PLANNING DIVISION USE ONLY

Date Submitted: _____ *Expiration of 30-day review Period:* _____
Date of Environmental Determination: _____ *ND MND EIR EXEMPT CLASS:* _____
Fault Zone: _____ *Fire Hazard Severity:* _____
Habitat Conservation Fee Area: _____ *Flood Zone:* _____ *Culturally Sensitive:* _____
HOA Approval Required : _____ *Planner Assigned* _____

REIMBURSEMENT AND INDEMNIFICATION AGREEMENT

This Reimbursement and Indemnification Agreement (“Agreement”) is entered into between the COUNTY OF SAN BENITO (“County”), and

_____ (“Applicant”), and

_____ (“Property Owner” or “Owner”).

For purposes of this Agreement, “Project” shall refer to the Applicant’s project to

_____ (PLN: _____).

I. Recitals:

WHEREAS, the County has adopted a fee schedule establishing planning and environmental review fees for processing development applications as set forth in San Benito County Code §§ 5.01.060 – 5.01.065, including the tables incorporated therein, as may be amended from time to time ("Fee Schedule");

WHEREAS, the County’s fee schedule, and other applicable law, is intended to result in full cost recovery of all costs incurred by the County for the administrative processing and review of Applicant’s Project in connection with Applicant’s Project up to and including any administrative proceedings or public hearings necessary for Project approval and filing of CEQA notices, as applicable, and condition compliance and/or mitigation monitoring and reporting program;

WHEREAS, legal actions to challenge approvals of Applicant’s Project or the approval process may result in County’s exposure to liability for litigation costs, including, but not limited to, the preparation of an administrative record, attorney fees, expert witness fees, and other defense costs and expenses; and

WHEREAS, Applicant and Property Owner acknowledge and agree that these costs are to be borne by the Applicant and Property Owner, jointly and severally.

NOW, THEREFORE, the parties agree as follows:

II. Agreement:

A. Recitals. The above recitals are incorporated herein and are made a part of this Agreement.

B. Application Fee Deposit and Reimbursement of All Costs.

1. All costs incurred by the County in processing the Project application, including staff time, consultant fees and overhead, including but not limited to fees for mailing, posting, publication and filing of all notices required by law, shall constitute a personal obligation to be paid by Applicant and Property Owner, and any unpaid obligations under this Agreement may be subject to a lien on the subject property.

2. **a. Deposit.** County staff shall provide the Applicant with the minimum initial deposit amount based on the Fee Schedule deposit amounts listed for each of the elements of the Project entitlements and environmental review requirements of Applicant’s Project. The County will begin processing the Project Application for completeness only upon payment of the full amount of the initial deposit.

b. Supplemental Deposit and/or Invoices. The deposit amount may be increased to account for the level and nature of environmental review, determined to be necessary for the Project, to be finalized at the time the Project Application is deemed complete. If, due to limited staff resources and existing workloads of staff,

the County intends to retain contract planners, environmental consultants or other experts, or outside counsel to assist in processing the project application, the County will consult with the applicant regarding the estimated cost and scope of work of the non-County staff prior to engaging non-County personnel, however the County shall retain sole discretion in the selection of the contract planner, consultant, expert, or outside counsel, and direction and control of the services to be performed by such contractors. Any contract under \$50,000 needs to be paid in full prior to the County commencing work. Any contract \$50,000 or above needs to pay half of the contract amount prior to commencing work, and the second half once the contract balance has reached under \$50,000. There may additionally be separate deposits or invoices for CFD processing, improvement plan review, condition compliance and MMRP review.

3. **Quarterly Statements and Invoices.** As work on the application review proceeds, actual costs incurred will be charged against the deposit account. County will deduct these costs from the deposit account in appropriate amounts when warranted and provide the Applicant with a statement of the account balance on at least a quarterly basis.
 4. **Replenishment of Deposit** If at any point in the application review process it is determined that the amount of the deposit will not be adequate to cover all costs associated with application processing, the County may demand, by written notice replenishment of the deposit in an amount estimated by County staff to be necessary to complete processing of the application through any hearings necessary before the Planning Commission and Board of Supervisors, if applicable. If Applicant fails to deposit the additional sums requested within the period specified in the notice, County staff shall not schedule the application for hearing until sufficient funds are replenished.
 5. **Failure to Pay.** Failure of the Applicant to timely make deposits or pay invoices to reimburse the County for project application processing costs shall be considered a material violation of this Agreement. Should Applicant fail to timely make deposits or reimbursements, or invoices remain unpaid for more than thirty (30) days after demand, the County shall cease all work on processing the Project for approval. Should Applicant fail to timely make deposits or reimbursements, or invoices remain unpaid for more than thirty (30) days after demand, County shall provide notice pursuant to Paragraph S, below, of potential withdrawal of the Application, and if Applicant fails to make necessary deposit(s), reimbursements and/or invoices remain unpaid for more than sixty (60) days, the Project Application shall be considered withdrawn.
 6. **Refund of Deposit Balance.** Any funds remaining in the deposit account will be refunded after the expiration of the applicable statute of limitations following approval of the Project. If, alternatively, the Applicant elects to cancel or withdraw their application the County will refund any remaining funds on deposit after paying all costs previously incurred.
- C. No Assurance of Approval.** Applicant and Property Owner understand and agree that County retains complete discretion to approve, condition approval on certain requirements, or deny the Project Application, notwithstanding payment of all fees and costs pursuant to this Agreement. County staff may recommend denial of the project for any reason, that staff may change its recommendation at any time, and that staff's recommendation of approval or conditional approval does not guarantee approval, whether by the Planning Commission, Board of Supervisors, or any other body.
- D. Public Records Act Compliance.** Applicant and Property Owner understand and agree that all materials submitted in connection with Applicant's project are public records subject to inspection and copying by members of the public, with limited exceptions, pursuant to the Public Records Act ("Act") (California Government Code §7920.000, *et seq.*). By filing an application, Applicant agrees that the public may inspect and copy these materials and the information within, with limited exceptions, and that some or all of the materials may be posted on the County's website. For example, application materials may be subject to copyright protection or sections 5500.1 and 5536.4 of the California Business and Professions Code. By submitting such

materials to the County, Applicant represents that Applicant has the authority to grant, and hereby grants, the County permission to make the materials available to the public for inspection and copying, whether in hardcopy or electronic format, unless the Applicant clearly identifies the material as exempt under the Act and submits sufficient information to establish that the material is subject to an exemption under the Act or other applicable federal, state, or local law.

E. Indemnification. Applicant and Property Owner agree(s), to the fullest extent permitted by law, to indemnify, defend (with counsel reasonably approved by County), and hold harmless San Benito County, its officers, agents, and employees, as follows:

1. From and against any and all claims, demands, actions, proceedings, lawsuits, losses, damages, judgments and/or liabilities (hereinafter "Claims") arising out of, related to, or in connection with the Application or to attack, set aside, void, or annul, in whole or in part, an approval of the Application and/or issuance of a permit or entitlement by the County, including but not limited to the award by the Court of attorney fees and costs to the prevailing party.
2. From any and all liability for injuries, damages, costs and expenses of any nature whatsoever that result or relate to the investigation, arrest or prosecution of business owners, operators, employees, clients or customers of the Applicant or Property Owner for a violation of state or federal laws, rules or regulations.
3. From any and all causes arising out of, related to, or in connection with the Application, including, but not limited to, the acts, errors, or omissions of the Applicant or Property Owner and his, her, its, and their officers, employees, agents and contractors.
4. For any and all costs and expenses (including but not limited to attorneys' fees) incurred by County on account of any Claim except where such indemnification is prohibited by law.
5. The indemnification obligation of Applicant and Property Owner applies to County's action or inaction and the action or inaction of that County's officers and employees; however, this does not apply to the County's sole negligence or willful misconduct.
6. The indemnification obligations of Applicant and Property Owner with respect to matters arising under the California Subdivision Map Act, Government Code §§ 66410, *et seq.*, are subject to the limitations set forth in § 66474.9 (b) – (d) of that Act, incorporated herein as if set forth in full, which shall supersede any provision of this Agreement that is inconsistent with such limitations.

F. Notice and Management of the Defense of Claims. The County shall promptly notify the Applicant and Property Owner of any such Claim that is, or may be, subject to this Agreement. County as respondent/defendant and Applicant/Property Owner shall cooperate fully in the defense and shall each defend the action in good faith, either jointly or separately, depending upon the nature of the Claim, whether, or not, conflicts of interest impact a joint defense, and the mutual agreement of the County and the Applicant

If the County is the sole respondent/defendant to a Claim, County shall have unlimited discretion to direct and participate in the defense of any such Claim, including, but not limited to, use of County Counsel to defend the Claim, to employ outside counsel to defend the County. In the event a Claim is made against both County and the Applicant/Property Owner, County may retain common counsel reasonably satisfactory to Applicant/Property Owner to jointly represent the County and Applicant/Property Owner. If County reasonably determines that proposed joint defense counsel would face a conflict of interest, or if the Applicant fails to promptly assume the defense of the Claim, or to promptly employ counsel reasonably satisfactory to County, then County may employ separate counsel in their sole discretion to represent or defend County and the Applicant shall pay the reasonable attorneys' fees and costs of such counsel.

In the event of a disagreement between County and the Applicant/Property Owner over litigation issues, County and Applicant/Property Owner shall meet and confer to resolve any such issues, including without limitation litigation decisions, the way the defense is conducted, whether or not to proceed to trial, or settle the Claim short or litigation (including any proposed settlement amount(s)). Applicant/Property Owner shall not be required to pay any monetary settlement or perform terms of settlement under a Claim solely arising from a Subdivision Map Act approval unless the settlement is approved by the Applicant/Property Owner.

Independent participation by counsel for the County shall not relieve the Applicant of any obligation imposed by this Agreement.

G. Litigation Cost Deposit. In the event a Claim is filed against the County, upon request of the County, Applicant shall deposit an additional \$50,000.00 (the "Litigation Deposit") with the County within thirty (30) days of said request in order to cover the costs and expenses involved in defense of the County. If at any point during the litigation process actual costs and/or expenses incurred reach 80% of the Litigation Deposit, the Applicant shall deposit additional funds sufficient to bring the balance up to the amount of \$50,000.00.

H. Reimbursement of Litigation Costs. To the extent County uses any of its resources to respond to a Claim, County shall provide notice to the Applicant pursuant to Paragraph S, below, of the anticipated expenditures, along with a monetary estimate of the costs to be incurred. Thereafter, the Applicant shall reimburse the County for said expenditures with thirty (30) days of the County's demand. Such resources include, but are not limited to, staff time, administrative review, court costs, preparation and certification of the administrative record, County Counsel time, or any other direct or indirect costs associated with responding to the Claim. The County may, at any time, require Applicant to advance funds pursuant to the estimate of costs to be incurred described above, and/or reimburse County for costs that the County has incurred or reasonably anticipates will be incurred during the course of any action, either or both of which shall be paid by Applicant within thirty (30) days of County's demand.

I. Applicant/Property Owner Breach of Duty to Defend and Indemnify. In the event of a default of Applicant/Property Owner's obligations to defend and indemnify County as set forth herein, the County may, in its sole discretion, upon reasonable notice to Applicant/Property Owner pursuant to Paragraph S, below, deem Applicant/Property Owner's default as an abandonment of the Project. County may rescind any approvals previously granted and may settle any related litigation without the participation and/or approval of Applicant/Property Owner. Applicant/Property Owner shall remain responsible for any costs, attorney's fees (county, and/or plaintiffs' if awarded by the Court, or as a result of settlement), and/or other expenses incurred by County related to any litigation or settlement.

J. Survival of Obligations. The obligations of the Applicant under this Agreement shall survive and apply regardless of whether any County approval is invalidated, set aside, expires, or is abandoned for any reason.

This Agreement and the obligations of the Applicant set forth herein shall remain in full force and effect throughout all stages of litigation, regardless of whether the Applicant has brought any Claim against County.

The Applicant is solely responsible for compliance with all local, state, and federal laws, and for obtaining any necessary authorizations, approvals, and/or permits from other local, state, and federal agencies. Any failure of the Applicant to comply with applicable laws or to obtain necessary authorizations, approvals, and/or permits shall not invalidate this Agreement or excuse the obligations of the Applicant under this Agreement.

K. Successors and Assigns. These obligations shall be binding upon every successor, assign, and transferee of any interest in the Project that is the subject of the Application. The Applicant and Owner shall cause all successors, assigns, and transferees to be so obligated; provided that the Applicant shall be and remain personally obligated to all of the terms of this Agreement, notwithstanding any attempt to assign, delegate, or otherwise transfer any of the

obligations of this Agreement, and notwithstanding a change in ownership or any transfer or conveyance of any interest in the Project that is the subject of the Application.

L. Stipulation, Release, or Settlement. The Applicant or Owner shall not execute, pay, or perform pursuant to any stipulation, release, settlement agreement, or other disposition of the matter on such Claim unless the County and the Applicant have approved the stipulation, release, or settlement agreement in writing, such approval not to be unreasonably withheld.

In no case shall the Applicant assume, admit, or assert any fault, wrongdoing, or liability on the part of the County as a condition of or as part of any stipulation, release, settlement, or otherwise. The Applicant shall not assert any defense, Claim, or complaint against County on any Claim as a condition of or as part of any stipulation, release, settlement or otherwise.

M. No Waiver. Any failure, actual or alleged, on the part of County to monitor or enforce compliance with any of the requirements herein will not be deemed as a waiver of any rights on the part of County.

N. Severability. If a court of competent jurisdiction holds any clause or portion of this Agreement to be invalid or unenforceable in whole or in part for any reason, the validity and enforceability of the remaining clauses, or portions of them.

O. Authority. Each person signing this Agreement represents and warrants that he or she has the power, is duly authorized, and has the capacity to enter into this Agreement.

P. California Law. This Agreement is governed by the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed and held in the County of San Benito.

Q. Complete Agreement. This Agreement shall constitute the complete understanding of the parties with respect to the matters set forth herein. Neither party is relying on any other representation, oral or written.

R. Counterparts. This Agreement may be signed in counterparts and by physical, digital or electronic means and shall be signed by all Applicants and Owners.

S. Notices: All notices called for in this Agreement shall be given in writing by personal delivery, electronic mail (with copy of such notice sent not later than the next day by mail) or by overnight mail. Overnight mail or couriered notices shall be deemed received the next business day following deposit into the U.S. mail or delivery to the private courier. First class mail, postage prepaid, shall be deemed received three days after postmark. Mailed or couriered notices shall be addressed as set forth below, but either party may change its contact information by giving written notice thereof to the other in accordance with the provisions of this Paragraph S.

To **COUNTY:**
Abraham Prado
Director, Resource Management
County of San Benito
2301 Technology Parkway
Hollister, CA 95023-2513
Email: aprado@sanbenitocountyca.gov

With a copy to:
Sean Cameron
Assistant County Counsel
County of San Benito
481 Fourth Street, 2nd Floor
Hollister, CA 95023
Email: Sean@prenticelongpc.com

To **APPLICANT/PROPERTY OWNER:**

Name: _____
Title: _____
Address: _____

Email: _____

IN WITNESS WHEREOF, the parties hereunto understand and agree to the terms herein, and have executed this Agreement on the date written below.

Applicant:

**Business/Property Owner:
(if different from applicant):**

(Signature)
Name: _____
Title: _____
Date: _____

(Signature)
Name: _____
Title: _____
Date: _____

County:

(Signature)
Name: _____
Title: _____
Date: _____

REQUIREMENTS FOR APPLICATION PACKETS

The items checked below and on the following pages are required at the time of application submittal. Please collate and assemble. Please note that depending on the type of application some items will not be necessary. For specific questions please contact Planning Division.

(Depending on scope of project additional copies may be requested)

FORMS AND FEES
<p>ELECTRONIC/ORIGINAL COPY PLAN SET Please Submit one (1) electronic copy of all Hard Copy Plan Set materials requested to sbcplan@sanbenitocountyca.gov or ACI Client Services at https://aca-prod.accela.com/SANBENITO/Default.aspx AND one (1) original copy of all Hard Copy Plan Set materials in 8½” x 11” to the Resource Management Agency.</p>
Completed Project Application Form
<p>Application Fee: \$ _____ CEQA Fee: \$ _____</p>
<p>Additional Fees will/may be required for supplemental staff consultant services to prepare environmental documentation. Once the project has been submitted and evaluated, the County will engage consultants in a competitive bid process to complete the environmental work necessary.</p>
<p>A written Introduction / Overview / Project Description of the project to convey the Owner’s and Applicant’s vision for the development of the property. What are the architectural and design considerations that went into planning the project? What issues has the project confronted and worked through, such as fire access, and water and sewer service to the property? What outreach or conversations have been had with neighbors, homeowners’ association(s), etc.?</p>
<p>An Operations Plan. Please describe the Who, What, Where, When, Why, and How of the project. For example: How large is the staff? Are there several shifts? When are visiting hours, meals served, how many specialists and doctors present, extracurricular activities Planned and coordinated, and room service. Will overnight accommodations be provided for out-of-town visitors? Etc.</p>
<p>Indemnification Agreement. Signed by Owner/Applicant/County.</p>
<p>For General Plan and Zone Change Requests. Line in and strike out of proposed changes and exhibits.</p>
<p>Site Plans and Detail Sheets as appropriate to convey your proposal. Plans shall include:</p> <ul style="list-style-type: none"> • North Arrow, Scale and Vicinity Map • Property Ownership Information • Project Data Tables that include at a minimum: • Assessor Parcel Number • Parcel size • General Plan Land Use Designation • Zoning Designation • Building Site Area (Required and Proposed) • Grading Amounts • Tree removal (size and type) • Fire Severity Zone • Alquist–Priolo Zone • Flood Zone • Identification of Water and Sewer Service • Parcel dimensions and identification of the following: • Location of all easements • Location of all buildings and structures including fences

<p>Setbacks (Required and proposed) from property line to structures, from structure to structure, from edge of easement/right-of-way to structures</p> <ul style="list-style-type: none"> • Location of septic system and wells • Interior roadways, driveways, and circulation • Location of any wetlands, creeks, or streams • Location of known earthquake faults • Other information as necessary to supplement the proposal
Grading Plans (Clearly denoting cut and fill areas and volumes)
Drainage Plans and storm water contingency designs for the construction periods.
Floor Plans—A horizontal section illustrating the arrangement of internal spaces in a building. Show interior and exterior walls of the existing and proposed structures on the site.
<ul style="list-style-type: none"> • Illustrate room dimensions/sizes • Label existing and proposed use of each space • Identify entrances/exits, windows, stairways, and ramps • Label sinks, tubs, showers, and toilets
Elevations—Drawings showing the vertical elements of a building
<ul style="list-style-type: none"> • Elevation of each building exterior when viewed from each side. • Existing and proposed elements • Types of materials and colors • All roof appurtenances • Finished floor elevation(s)
Conceptual Landscape Plans
<ul style="list-style-type: none"> • Suggested tree, plant, and shrub pallets • Irrigation methods and practices

Assessor's Parcel Map - (Highlight subject parcel, attach one copy to each plan set)
Reduced Set of Plans- 8½" x 11"
Prepare and submit a list of property Owners within 1,000 feet of the project boundaries Purchase and prepare plain business-size envelopes (#10) with no return address, with current postage, addressed to property owners within 1,000 feet of the project boundaries. Include the Assessor's Parcel Number on each address label.
Title Report, prepared within the last 6 months
Grant Deed
Soils Report
Geohydrology Information—pump test, quantity, quality, etc.
Septic suitability report
Geologic Report (if located in Special Studies Zone or if landslide hazards exist)
Colors and Materials
Story Pole Analysis
Photo simulations / representations
Additional items as may be required by Title 19.