

# CITY OF ARROYO GRANDE

## MAJOR PROJECTS

### COMMUNITY DEVELOPMENT APPLICATION AND ENVIRONMENTAL INFORMATION FORM

The purpose of this form is to advise the City of the basic components of the proposed project so that the City may review the project and determine the level of environmental review required by the California Environmental Quality Act of 1970, and compliance with applicable ordinances and policies. **Providing accurate and complete information will assure prompt processing of this application.** Use additional sheets wherever necessary. *Applications that are inconsistent with the City's General Plan or Development Code will not be accepted as complete.*

FOR STAFF USE ONLY		
Date Application Submitted:	Date Application Accepted as Complete:	Case Number:

COMPLETION OF THIS FORM IS NECESSARY FOR THE FOLLOWING TYPES OF APPLICATIONS. PLEASE INDICATE TYPE OF APPLICATION(S) YOU ARE REQUESTING:			
<input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Development Agreement <input type="checkbox"/> Development Code Amendment (includes Rezoning, Prezoning and Planned Development Rezone) <input type="checkbox"/> General Plan Amendment <input type="checkbox"/> Planned Development Amendment <input type="checkbox"/> Specific Development Plan <input type="checkbox"/> General Development Plan	<input type="checkbox"/> Amendment <input type="checkbox"/> Amendment  <input type="checkbox"/> Planned Unit Development Permit <input type="checkbox"/> Specific Plan <input type="checkbox"/> Surface Mining Permit <input type="checkbox"/> Tentative Parcel Map <input type="checkbox"/> Amendment <input type="checkbox"/> Tentative Tract Map <input type="checkbox"/> Amendment <input type="checkbox"/> Variance	<input type="checkbox"/> Amendment <input type="checkbox"/> Amendment  <input type="checkbox"/> Vesting Map  <input type="checkbox"/> Vesting Map	

Check here if this is an application for a development permit.

INFORMATION TO BE SUBMITTED WITH THIS APPLICATION:	
A. Refer to the checklist (available from the Community Development Department) for those items required to be submitted for each type of project.	B. Attach color photographs or slides of the site and of the vicinity. Indicate the location of each photograph and the date taken. Keying the photographs to the site plan is helpful.
C. <input type="checkbox"/> Check here if Architectural Review is required for your project (see Section 9-03.190 of the Development Code to determine if Architectural Review is required). If so, see the checklist of items required for Architectural Review Approval.	D. <input type="checkbox"/> Check here if this is an application for a Condominium or Mobile Home Park Conversion. If so, see the checklist of items required for Condominium/Mobile Home Park Conversion.

#### I. GENERAL INFORMATION

Applicant:	Day Phone:
Applicant's Address:	Email:
Representative:	Day Phone:
Representative's Address:	Email:
Property Owner:	Day Phone:
Owner's Address:	Email:
Architect (if any):	Day Phone:
Architect's Address:	Email:
Engineer (if any):	Day Phone:
Engineer's Address:	Email:
Please indicate if <u>all</u> correspondence should be sent to:	
<input type="checkbox"/> Applicant	<input type="checkbox"/> Representative
<input type="checkbox"/> Property Owner	<input type="checkbox"/> Architect
<input type="checkbox"/> Engineer	

**Describe the Proposed Project in Detail:**

**II. PROPERTY DESCRIPTION**

Street Address:	Zoning:
Assessor Parcel No.:	Parcel Size:
General Plan Land Use Designation:	
Legal Description of Existing Lot:	
Building Sizes in Square Feet:	Existing _____ Proposed _____

**III. ENVIRONMENTAL INFORMATION**

**A. COMPLETE THIS SECTION FOR ALL PROJECT TYPES:**

<b>1. If the project involves the division of land or the merger of land, please answer the following questions:</b>				
a. Type of Subdivision:	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial
b. Total number of Acres:	Agricultural ____	Residential ____	Commercial ____	Industrial ____
c. Number of Lots:	Agricultural ____	Residential ____	Commercial ____	Industrial ____
d. Average Size of Lots (in square feet):	Agricultural ____	Residential ____	Commercial ____	Industrial ____
<b>2. Describe the present and past uses of this site. Indicate if any structures currently exists on the site and if they will remain.</b>				
<b>3. Describe the present and past uses of adjacent sites:</b>				

**4. Describe the site and adjacent areas. Include topography, animal and plant life, historic structures, easements, roads/trails, etc.**

**5. Describe any past problems on the site including earthquake faults, flooding, erosion, etc.**

**6. Describe the existing road system on the site and any major access routes into the site. Describe proposed changes to the road system.**

**B. COMPLETE THIS SECTION FOR *RESIDENTIAL* PROJECTS ONLY**

1. Describe the number and type of units in the proposed project:			
ATTACHED UNITS	Total Number:	Number for Sale:	Number for Rent:
DETACHED UNITS	Total Number:	Number for Sale:	Number for Rent:
Number of lots to be built by applicant or developer:			
Number of lots to be sold:			

2. Describe any recreational or other shared community facilities included in the proposed project. Include any proposed dedication of land for public parks. (Attach additional sheets if needed.)

**C. COMPLETE THIS SECTION FOR *COMMERCIAL* OR *INDUSTRIAL* PROJECTS ONLY:**

1. Describe the type of use(s) and major functions of commercial or industrial projects:

2. Give the building sizes (in square feet) for:		
Existing structures:	Proposed Structures:	Additions to Existing Structures:

3. Indicate the proposed hours of operation:

4. Estimate the number of employees:		
Total:	Maximum Shift:	Time of Maximum Shift:

5. Indicate the number of patrons, clients, customers, etc. anticipated:	
Average per day:	Peak Hours:

**6. Number of off street parking spaces to be provided: (if applicable show breakdown as to use)**

Use	Garage (enclosed)	Covered	Open

**7. Describe any night-time lighting that will be provided, including the type of lighting to be installed:**

**8. Indicate the source, type and amount of potential air pollution emissions:**

**9. Indicate the source and type of potential noise that may be generated:**

**10. Describe any petroleum products, pesticides, chemicals, radiation, or other potentially hazardous material that will be used or stored on the site:**

**D. COMPLETE THIS SECTION FOR ALL PROJECTS**

1. Describe any known or suspected contamination from petroleum products, pesticides, chemicals, radiation or any other potentially hazardous substances on the site. Indicate if the site is included on any list published by the State Department of Health Services for Hazardous Waste Facilities or Sites.

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2. Due to recent interpretation and legal amendments to the Political Reform act of 1974, the City needs to be aware of all entities (i.e. corporations, lending institutions, etc.) or individuals that may have a financial interest in the proposed project. Please complete the following certification and provide your signature:

**The following entity(ies) and/or individual(s) have a financial interest(s) in this project:**


**APPLICANT/REPRESENTATIVE:**

I certify under penalty of perjury that the foregoing statements and answers herein made and all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that the submittal of incorrect or false information is grounds for invalidation of application completeness determination or approval. I understand that the City might not approve what I am applying for, or might set conditions of approval.

\_\_\_\_\_  
Signed

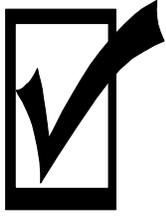
\_\_\_\_\_  
Date

**PROPERTY OWNER/AUTHORIZED AGENT:**

I certify under penalty of perjury that I am the owner of the property that is the subject of this application and that I have read this completed application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating that the agent is authorized to act on his/her behalf.)

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date



## CITY OF ARROYO GRANDE

### POLICY FOR

## POSTING OF PROJECT SIGNS

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The following is an outline of the Community Development Department's policy and procedure for the posting of Project Signs announcing public hearings.

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- All applicants proposing any of the projects listed below are required to post a Project Sign a minimum of twelve (12) calendar days prior to the date of the public hearing.

√ Conditional Use Permits	√ Specific Plans	√ Vesting
√ Development Code Amendments	√ Surface Mining Permits	√ Tentative Maps
√ General Plan Amendments	√ Tentative Maps	√ Zoning Map
√ Planned Unit Developments	√ Variances	√ Amendments

- A description of the policy and sign specifications shall be distributed with application forms.
- When the hearing date is set, the project planner shall inform the applicant of the hearing date and remind the applicant of the sign policy.
- Twelve (12) days prior to a scheduled hearing, staff shall take a photograph of the sign to verify proper posting and place the dated photograph in the project file.
- If the sign is not posted, or is incorrect, the applicant shall be notified and have two (2) days to adequately sign the project.
- A statement detailing the adequacy of the sign posting (date, location) shall be placed in the staff report.
- In the event that the project has not been adequately posted, staff will recommend continuance of the hearing until such time that the project has been adequately posted in conformance with this sign posting policy.

### SIGN SPECIFICATIONS

1. Size: Shall be thirty-two (32) square feet in sign area, measuring 8' x 4'. Smaller signs may be permitted with approval by the Community Development Director on a case by case basis, but no sign shall be smaller than six (6) square feet, measuring 3' x 2'.
2. Height: Shall not exceed eight (8) feet, nor shall bottom of sign be less than two (2) feet off the ground.
3. Location: Not more than five (5) feet inside the property line in residential zones, and not more than one (1) foot inside the property line in commercial and industrial zones. Sign shall be located in an area most visible to the public.
4. Other Restrictions:
  - a. Signs shall not be illuminated.

- b. Only one such sign may be displayed per street frontage on the property to which it refers. For properties with more than one street frontage, only one sign shall be required and must be placed in the most visible location. For some properties, more than one sign may be required by the Community Development Director.
5. Signs shall be erected a minimum of twelve (12) days prior to the scheduled hearing on the development application.
  6. Signs shall include all of the following factual information:
    - a. Appropriate heading.  
-Example: Notice of Public Hearing on Proposed Development)
    - b. Appropriate content as to type of project, number of units, etc.  
-Example: Proposed on this Site: 25 Single-Family Homes  
-May not use descriptive words such as “luxurious”, “elegant”, etc.
    - c. Public hearing date, time, and location.
    - d. Developer and City phone numbers.
  7. Dates of hearings shall be changed for Planning Commission items continuing to the City Council. The said date shall be changed a minimum of twelve (12) days prior to the City Council hearing. If the Planning Commission and City Council hearing days are known, both dates may be shown on the sign.

**Failure to properly post a project sign may result in continuance of scheduled project hearing.**

