

## City of Fullerton Community Development Department

## CUP/ARUP/Variance/Zoning Adjustment Application Information

A.			s - The Community Development Department wi ete for filing. These items are to be submitted as		
1.	Master A been nan		n Form - must be signed by the property owner	of recor	d whether or not an agent (applicant) has
2.	Planning	Action D	escription/Justification Form (completely filled or	ut)	
3.	Filing Fee	e -	Conditional Use Permit (CUP)Administrative Restaurant Use Permit (ARUP) Variance	. 🗆	\$3,109.60 \$ 904.80 \$2,683.20 \$1,164.80
4.	Documer	nt Imagin	g Fee (per application request)	□ \$43	☐ \$99 (if appl. is \$1000 or more)
5.	Environm	nental Fe	e (to be determined by staff)		
	a.	County	rudy and Negative Declaration		\$ 2,500.00* Deposit \$ 50 \$ 2,181.25**
	b.	County	mental Impact Report (EIR)		\$ 5,000* Deposit \$ 50 \$ 3,029.75**
	C.	•	exempt from environmental review Recorder's Fee		\$ 50
	*Actual	l staff tim	e will be charged against deposit		

6. Drawings – site plan, floor plan and building elevations drawn to scale - 12 full sized sets and one reduced set (8 1/2" x 11"); digital plans are required (jpg or pdf) once the project is deemed complete.

#### B. PROCEDURE

The above Requirements are to be filed with the Community Development Department by appointment only. Following technical review, and once the application is deemed complete, the project will be set for its respective public review process. For Zoning Adjustments, the application will be scheduled for review by the Community Development Director. CUP and Variance applications will be placed on the agenda of the Planning Commission, and a public hearing will be held; the decision by the Planning Commission is final unless appealed to the City Council. ARUP applications require review by either the Community Development Director or the Planning Commission, depending on the nature of the request. More information on application submittal, hearing bodies and dates is available at:

http://www.cityoffullerton.com/depts/dev\_serv/planning\_/planningformsapplications/default.asp

NOTE: ALL APPLICATIONS ARE SUBJECT TO FURTHER REVIEW AND CONSIDERATION. ADDITIONAL INFORMATION MAY BE NECESSARY BASED ON TRAFFIC IMPACTS, NOISE LEVELS OR OTHER SPECIAL CIRCUMSTANCES POSED BY THE APPLICATION.

<sup>\*\*</sup>State Fish and Game fees are neither set nor collected by the City and are provided for informational purposes only. Applicants encouraged to contact the Dept. of Fish and Game to obtain a Determination of No Effect and/or the current fees at (916) 651-0603.

## **Drawing Information Checklist**

SUBMITTAL REQUIREMENTS FOR ALL PLANS/WORKING DRAWINGS. ALL OF THE FOLLOWING INFORMATION MUST BE SHOWN ON PLANS BEFORE APPLICATION WILL BE ACCEPTED.

	Address of project and vicinity map
	Name and telephone number of applicant or architect
	North Arrow, with North at top of page
	Scale of drawings (site plans should be drawn to 1" = 10', 1" =20', or 1" = 40')
	All plans must be drawn to scale, in ink or blueprint and be legible
	All property lines and dimensions
	Names and widths (to centerline) of all adjacent streets and alleys
	Required right-of-way dedications, if any, and location of ultimate property lines
	All existing (to remain) and proposed structures (include location of any backflow prevention devices)
	a. Dimensions b. Use
	Setbacks, yard areas, distances between buildings (setbacks measured from ultimate property lines if dedication
	required.)
	Off-Street parking
	a. Designate and number open parking, carports, garages
	b. Dimensions of parking stalls, maneuvering areas, driveways
	c. Paving materials d. Curbing and wheel stops
	Loading Areas (commercial and industrial)
_	a. Dimensions b. Screening
	Trash Enclosures
	Walls and Fences
_	a. Height b. Materials
	Landscaped areas and recreation facilities
	Pedestrian access and circulation
	Existing trees
	Topo/Grading Plan of proposed development if:
	a. Greater than 2 foot elevation difference on site;
	b. Site elevation exceeds (or will exceed) neighboring property by 3 feet or more; or
	c. Site located in special flood hazard area
	Easements on or across the site
	Location of curb-cuts on neighboring properties and, in commercial and industrial zones, within 300 feet of the
	property across the street
	Location of buildings on adjacent properties (sides and rear)
	Floor Plans
_	a. Dimensions of rooms b. Use of rooms
	Exterior Elevations of all sides of all buildings
	a. Height b. Materials
Tl 4-11	
The Ion	owing information must be provided, either on site plan or separately:
	Lot area (after required dedications for right-of-way)
	Number of dwelling units-classify by number of bedrooms per unit (bachelor, 1-bedroom, 2-bedroom)
_	(Dens, libraries, studies, etc. are considered "bedrooms" for this purpose)
	Number of parking spaces - classify as to open parking, carport, garage
	Area (sq. ft.) and percentage of lot devoted to open space. (Area other than buildings, driveways, parking)
	Area (sq. ft.) of each building, and total building area (including carports and garages)
	Area (sq. ft.) and percentage of lot devoted to driveway and open parking
	Public Works improvements
	a. Existing b. Proposed
	Fire hydrants (including size and type)
	Usable open space, as defined in the zoning ordinance
	Other
	<del></del>
	<del></del>
	An additional review for of C will be required for the above rated item/s)
	An additional review fee of \$ will be required for the above noted item(s).



1. Address (location) of

## CITY OF FULLERTON COMMUNITY DEVELOPMENT DEPARTMENT

303 W. Commonwealth Ave. ♦ Fullerton ♦ CA ♦ 92832 ♦ (714) 738-6550 or (714) 773-5773

## Master Application Form

	property:						
2.	Submitted by:  Property owner:		Applicant:				
	Mailing address:						
	City, State, Zip Code		City, State, Zip Code				
	Phone number:		Phone number:				
	Email address:		Email Address:				
3.	be notarized)	norization for applicant (	-				
4.	Notarization			Signature of Property Owner			
STATE OF CALIFORNIA )			On	, before me, personally appeared			
) ss. )			, 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.			
	Notary	y Seal	Sign	ature of Notary Public			
5.	☐ All required plan	s and documents attache	ed. 6. 🗖 Planning Actio	on Description/Justification form attached.			
		FC	OR OFFICE USE ONLY				
Da	te Filed:	SRC Hearing Date:	Types of Applications	Fees Paid (See attached Fee Worksheet for Details)			
Ge	neral Plan Designation:	PC Hearing Date:	☐ Abandonment ☐ Certificate of Compliance				
Zoi	ning Designation:	RDRC Hearing Date	☐ Conditional Use Permit☐ General Plan Revision				
CEQA Determination: Project Planner:		☐ Historical Landmark ☐ Major Development Project ☐ Major Site Plan Review					
AP	N(s)		☐ Minor Development Project				
Арі	olication Number(s)		☐ Minor Site Plan Review ☐ PRD Concept ☐ Security Fence Review				
			☐ Specific Plan ☐ Tentative Parcel Map ☐ Tentative Tract Map				
			☐ Variance ☐ Zoning Adjustment				
1/	1/2014		☐ Zoning Adjustment ☐ Zone Amendment ☐ Other				
			Other				



Action Description/Justification

Date/Rec'd by \_

		(Attach additional sheets as necessary.)
1.		Project location:
2.	Des	scribe project and request(s), including FMC code section numbers:
3.	the	oplication is for Site Plan, Development Project or Conditional Use Permit(s), answer the following: Describe how proposed use is substantially compatible with uses permitted in the same general area and how the proposed use all not be materially detrimental to other properties within the same area.
4.		For Zoning Adjustment or Variance, Government Code Section 65906 states; "Variance from the terms of the zoning ordinance shall be granted only when, because of special circumstances applicable to the property, including size, shape, topography, location or surroundings, strict application of the zoning ordinance deprives such property of privileges enjoyed by other property in the vicinity and under identical zoning classification." Further, no variance shall be granted which would, "constitute a grant of special privileges inconsistent with the limitations upon other properties in the same vicinity and zone."
		Describe how your request for a Zoning Adjustment of Variance meets the above requirements:

Recommendation \_

Project File No. \_

Zone/GP \_



# City of Fullerton Community Development Department

## Preliminary Environmental Description

Applications for projects in the City of Fullerton cannot be processed until an initial study of environmental impacts has been completed and an exemption granted, negative declaration or Environmental Impact Report prepared. Please complete the following and return AT LEAST ONE WEEK PRIOR to submitting your formal application package. (Also include 3 copies of preliminary site plans, if applicable.)

1.		g y our ronnar approact	on package. (Also include 3 copies of preliminary	Date:
1.	Submitted by:			
Maili				
mam	ng naarooo			
	Phone:			
	Email:			
	ject contact:			
Maili	ing Address:			
	Phone:			
	Priorie:			
2.	Proposed use:			
	r ropocod doo.			
3.	Project descript	tion: (attach related	site/development plans)	
		•	, ,	
	Project Address:			
	Existing zoning:			
	Assessors Parcel #:			
	Site size:		Bldg. square footag	
	Number of floors:		Amount of parkin	ng:
	Proposed scheduling:			
	Associated project:			
4.	expected. <u>If comm</u> <u>industrial</u> , indicate	nercial, indicate the type e type, estimated empl	e (neighborhood, city or regionally oriented), squa	of sale prices or rents, and type of household size are footage of sales area, and loading facilities. <u>If</u> <u>nstitutional</u> , indicate major function, estimated derived from the project.)
5.		volves a variance, c tion is required.	onditional use permit, or rezoning applic	cation, state this and indicate clearly
			on of an EIR. The above information is necess	sary, and should be as complete as possible, to determination as soon as possible.
Decis	et File No	7000/CD	Donomer and attack	Data/Dasid by
rioje	ct File No	Zone/GP	Recommendation	Date/Rec'd by

### **City of Fullerton Community Development Department**

### Preliminary Environmental Description

6. Will the proposed development cause or create any of the following effects? \*

	No	Yes		No	Yes
Change in existing features of any bays, tidelands, beaches, lakes or hills, or substantial alteration of ground contours?			Substantial change in exiting noise or vibration levels in the vicinity?		
Change in scenic views or vistas from existing residential areas or public lands or roads?			Site on filled land or on slope of 10 percent or more?		
Change in pattern, scale or character of general project area?			Use or dispose of potentially hazardous materials, such as toxic substances, flammables or explosives?		
Significant amounts of solid waste or litter?			Substantial change in demand for municipal services (police, fire, water, sewage, etc.)?		
Change in dust, ash, smoke, fumes or odors in the vicinity?			Substantially increase fossil fuel consumption (electricity, oil, natural gas, etc.)?		
Change in ocean, bay, lake, stream or ground water quality or quantity, or alteration of existing drainage patterns?			Relationship to a larger project or series of projects?		

\*Categories above with "yes" answer should be explained on a separate attachment. 7. Is the proposed project located on a site that has been identified in the State of California Hazardous Waste and Substances Sites List (Cortese)\*, prepared by the Department of Toxic Substances Control pursuant to Government Code Section 65962.5? Yes No \*Consult with Planning Division for current listing. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of site as needed. (Snapshots or polaroid photos will be accepted.) 9. Describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (single/multi family, retail shops, etc.), and scale of development (height, frontage, setbacks, etc.). Attach photographs of the vicinity as needed. (Snapshots or polaroid photos will be accepted.) Certification I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief. Date Signature 1/1/2014