



Fresno County Department of Public Works and Planning

Date Received:	(Application No.)
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MAILING ADDRESS:

Department of Public Works and Planning
 Development Services Division
 2220 Tulare St., 6th Floor
 Fresno, Ca. 93721

LOCATION:

Southwest corner of Tulare & "M" Streets, Suite A
 Street Level
 Fresno Phone: (559) 600-4497
 Toll Free: 1-800-742-1011 Ext. 0-4497

APPLICATION FOR:

- Pre-Application (Type) _____
- Amendment Application Director Review and Approval
- Amendment to Text for 2nd Residence
- Conditional Use Permit Determination of Merger
- Variance (Class)/Minor Variance Agreements
- Site Plan Review/Occupancy Permit ALCC/RLCC
- No Shoot/Dog Leash Law Boundary Other _____
- General Plan Amendment/Specific Plan/SP Amendment)
- Time Extension for _____

DESCRIPTION OF PROPOSED USE OR REQUEST:

CEQA DOCUMENTATION: Initial Study PER N/A

PLEASE USE FILL-IN FORM OR PRINT IN BLACK INK. Answer all questions completely. Attach required site plans, forms, statements, and deeds as specified on the Pre-Application Review. **Attach Copy of Deed, including Legal Description.**

LOCATION OF PROPERTY: _____ side of _____
 between _____ and _____
 Street address: _____

APN: _____ Parcel size: _____ Section(s)-Twp/Rg: S ____ - T ____ S/R ____ E

ADDITIONAL APN(s): _____

I, _____ (*signature*), declare that I am the owner, or authorized representative of the owner, of the above described property and that the application and attached documents are in all respects true and correct to the best of my knowledge. The foregoing declaration is made under penalty of perjury.

Owner (Print or Type)	Address	City	Zip	Phone
Applicant (Print or Type)	Address	City	Zip	Phone
Representative (Print or Type)	Address	City	Zip	Phone

CONTACT EMAIL:**OFFICE USE ONLY (PRINT FORM ON GREEN PAPER)**

Application Type / No.:	Fee: \$
Application Type / No.:	Fee: \$
Application Type / No.:	Fee: \$
Application Type / No.:	Fee: \$
PER/Initial Study No.:	Fee: \$
Ag Department Review:	Fee: \$
Health Department Review:	Fee: \$
Received By: _____ Invoice No.:	TOTAL: \$

UTILITIES AVAILABLE:

WATER: Yes / No
 Agency: _____

SEWER: Yes / No
 Agency: _____

STAFF DETERMINATION: This permit is sought under Ordinance Section:

Sect-Twp/Rg: ____ - T ____ S /R ____ E

Related Application(s): _____

APN # ____ - ____ - ____

Zone District: _____

APN # ____ - ____ - ____

Parcel Size: _____

APN # ____ - ____ - ____

APN # ____ - ____ - ____

**REQUIRED FINDINGS NECESSARY FOR GRANTING A
CONDITIONAL USE PERMIT APPLICATION
AS SPECIFIED IN ZONING ORDINANCE SECTION 873**

1. That the site of the proposed use is adequate in size and shape to accommodate said use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required by this Division, to adjust said use with land and uses in the neighborhood.
2. That the site for proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use.
3. That the proposed use will have no adverse effect on abutting property and surrounding neighborhood or the permitted use thereof.
4. That the proposed development is consistent with the General Plan.

**REQUIRED FINDINGS NECESSARY FOR THE GRANTING
OF A VARIANCE APPLICATION AS SPECIFIED IN ZONING
ORDINANCE SECTION 877**

1. There are exceptional or extraordinary circumstances or conditions applicable to the property involved which do not apply generally to other property in the vicinity having the identical zoning classification.
2. Such variance is necessary for the preservation and enjoyment of a substantial property right of the applicant, which right is possessed by other property owners under like conditions in the vicinity having the identical zoning classification.
3. The granting of a variance will not be materially detrimental to the public welfare or injurious to property and improvement in the vicinity in which the property is located.
4. The granting of such variance will not be contrary to the objectives of the General Plan.

**REQUIRED FINDINGS NECESSARY FOR THE GRANTING
OF A DIRECTOR REVIEW AND APPROVAL APPLICATION
AS SPECIFIED IN ZONING ORDINANCE SECTION 872**

1. That the site of the proposed use is adequate in size and shape to accommodate said use and all yards, spaces, walls and fences, parking, loading, landscaping and other features required by this Division, to adjust said use with land and uses in the neighborhood.
2. That the site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use.
3. That the proposed use will not be detrimental to the character of the development in the immediate neighborhood or the public health, safety, and general welfare.
4. That the proposed development be consistent with the General Plan.

**REQUIREMENTS FOR SUBMITTING SITE PLANS TO THE
FRESNO COUNTY PUBLIC WORKS AND PLANNING
DEPARTMENT**

The purpose of the site (or plot) plan is to enable the Development Services Division to determine whether or not a proposed development conforms to Zoning Ordinance regulations. The requirements below are necessary to ensure proper and timely review based on complete information, and to prevent unnecessary delays in the processing of applications. Improper or incomplete site plans will not be accepted.

General Requirements

1. The plan must be drawn on a sheet having the following minimum dimensions:
 - 18" x 24" for CUPs and SPRs
 - 8.5" x 11" for Variances and DRAs
2. The plan must show the entire parcel of property described in the application. If only a portion of an existing parcel is to be developed, a key map shall be included showing the entire parcel.
3. The plan must be drawn to scale, and the scale must be clearly shown. (Scale should also be large enough to adequately show required information). Parking and circulation plans must be drawn to a scale of 1"= 30', 1/32"= 1', or larger.
4. The plan shall be drawn so that north is at the top of the page and shall include a north arrow.
5. Each plan shall be folded individually, with the bottom right- hand corner facing up. Maximum acceptable folded size shall be 8.5" x 11"

Specific Information to be Shown

1. All existing and proposed building and structures, including buildings to be removed. Buildings should be labeled as either existing (E) or proposed (P).
2. The proposed use of all buildings and structures.
3. All adjacent streets and roads and their names
4. Access to the property: pedestrian, vehicular, and service.
5. Proposed street improvements and dedications.

6. Existing and proposed off-street parking and loading areas: location and type of paving, number of spaces (including detailed layout) and internal circulation pattern.
7. Existing and proposed signs: location, type of lighting, face area (text) and height.
8. Existing and proposed on-site lighting: location, type of fixtures, height and method of controlling glare and illumination.
9. The following measurements:
 - All dimensions of the site (or sites)
 - All dimensions of buildings and structures (including height).
 - All dimensions of off-street parking and loading areas.
 - The distance of all buildings and structures from property lines.
 - The distance between all buildings and structures.
10. Walls and fences: location, height and type of material.
11. Landscaping: location and type of plant material.
12. Pedestrian walkways: location, width and type of paving.
13. Existing wells and private sewage disposal systems.
14. Such other information as may be pertinent to the application.