



PROJECT APPLICATION

NOTE: An incomplete application cannot be scheduled for hearing. Payment of fees is due upon submittal of application.

APPLICATION REQUESTED

Check One:

- | | | |
|---|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Rezone | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Tract Map | <input type="checkbox"/> Parcel Map |
| <input type="checkbox"/> Infill Development Incentive | <input type="checkbox"/> Other _____ | |

APPLICANT INFORMATION

Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-Mail: _____

Landowner Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-Mail: _____

Engineer Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-Mail: _____

JUSTIFICATION FOR EACH REQUEST

Explain in detail your request and why you believe your request is justified: _____

PROPERTY INFORMATION

Assessor Parcel Number(s): _____
Site Location or Address: _____
Total site area: _____ Existing number of parcels: _____
Present land use: _____
Existing structure(s) on property: _____
Is any portion of the project in a flood prone area: _____
Existing Zoning: _____ Proposed Zoning: _____
Existing General Plan Designation: _____
Proposed General Plan Designation: _____
Surrounding Land Uses and Zoning: _____

PROJECT INFORMATION

Proposed land use: _____
Number of proposed lots/ parcels: _____
Lot sizes: _____ Average lot size: _____
Number of phases: _____
Proposed scheduling of project: _____

AUTHORITY TO FILE APPLICATION

Check One:

Ownership

Contract to Purchase*

Power of Attorney*

Other (specify) _____

* Attach evidence of authority

I hereby certify that the above information and accompanying document are true and accurate to the best of my knowledge and acknowledge that the processing of this application may require additional fees and expenses for the preparation of necessary environmental documentation and planning studies.

Applicant

Date

Owner

Date

FOR DEPARTMENT USE ONLY

Case No.: _____

Date Accepted: _____

Date Filed: _____

Public Notice Published/ Mailed: _____

Receipt No.: _____

Planning Commission Meeting/ Action: _____

Check No.: _____

City Council Meeting: _____

For Infill Development Incentive Program

Approved: _____

Public Works Director

APPLICATION CHECKLIST

General Project Requirements

1. The proposed project shall be in compliance with the General Plan elements including compatibility and consistency with surrounding properties and developments.
 - A. The design of a new project shall be compatible with the zoning and the quality of life features in the general plan.
 - B. The landscaping shall be compatible and consistent with the surrounding area and be in compliance with the general plan as to size, species and spacing.
 - C. Any new residential projects shall be meet the density and lot coverage provisions of the general plan concepts and the zoning ordinance.
 - D. Commercial and Industrial projects shall comply with all landscaping, circulation and quality design aspects of the general plan update.
2. Any project submitted for review shall show the surrounding sites within 100 feet for residential and 300' for commercial to determine circulation issues, street lighting, and fire hydrant requirements.
3. New projects shall comply with Fire Department requirements related to fire sprinklers, alarm systems and fire hydrants per the public works standards.
4. All new designs shall as much as possible be consistent with the safety elements in the general to protect residents from burglary, car theft or related crimes.
5. In multi-family residential all open space, recreational, and landscaping provisions in the general plan and the current zoning ordinance shall be complied with.

Specific Project Requirements

1. One completed copy of the application form.
2. Legal description for the property on site plan drawing and a Preliminary Title Report, not more than 30 days old.
3. Notarized letter if the applicant is not the owner.
4. One copy of the County Assessor's Parcel Map showing the property involved outlined in red with the Assessor's Parcel Number.
5. Fifteen (15) copies of a site plan, floor plan, and exterior elevations.

Two (2) landscape and irrigation plans.

Three (3) drainage plans for the proposed site.

All plans or exhibits submitted shall be drawn and dimensioned to a reasonable scale in a legible fashion on a standard sheet of 18" x 24" or 24" x 36", and folded to a maximum size of 8" x 13".

6. In all cases, the following information shall be included in the appropriate drawings when submitting for a Conditional Use Permit, Site Plan Review, or Major Land Use.
7. Lot dimensions.
8. All buildings and structures and their location, elevations, size, height and proposed use; yards and space between buildings.
9. Walls and fences and their location, height and materials.
10. Access, pedestrian, vehicular, and service, points of ingress and egress and internal circulation.
11. Size and height of signs.
12. Loading areas, locations, dimensions, number of spaces and internal circulation.
13. Site lighting, general nature and hooding devices.
14. Street dedications and improvements.
15. Location of trash pickup facilities and screening.
16. Location, species and maturity of landscaping.
17. Indicate all existing utilities to and adjacent the site, and public facilities.
18. Show public right-of-way including of adjacent properties for 100 feet in residential projects and 300 feet for commercial or industrial.
19. Indicate paving materials of all paved areas.
20. Any phasing of a project shall be included as a part of the application.
21. Show roof mounted equipment and screening, existing and proposed.

22. Location of address and mail delivery system.
23. Location of irrigation system for landscaping
24. Indicate sidewalk, curb and/or gutter; if existing or proposed.
25. Indicate size, location and number of water services desired;
26. Indicate all existing and proposed sewer services and property line clean out.
27. Indicate all existing and proposed easements.
28. Verify flood hazard requirements.
29. Review location and spacing of hydrants for consistency with deployment plans for the Fire Department.
30. Review site to address security guidelines and anti-crime measures of identified by the Police Department.
31. Indicate the location of all signs and other traffic control.
32. Show how street improvements will transition to adjoining facilities.

**ENVIRONMENTAL ASSESSMENT
QUESTIONNAIRE**

**CITY OF DINUBA
405 E. EL MONTE WAY
DINUBA CA 93618
559-591-5900**

CASE NO. _____
DATE FILED _____
FEE _____
RECEIPT NO. _____

The Community Development Department, by mandate of the California Environmental Quality Act (CEQA), must determine the environmental significance your project before proceeding with normal processing. The information included in this questionnaire will facilitate environmental assessment by identifying potentially adverse environmental impacts, and will be used to determine whether further review of the environmental impacts of a project will be necessary and, if so, whether a Negative Declaration or Environmental Impact Report will be most appropriate.

It is important that your information is accurate and that you answer all applicable questions. If a question does not pertain to your project, indicate that the question is not applicable by the letters NA. Definitive and factual information will assist the Community Development Staff in appropriately evaluating the project's impacts and will help avoid potential delays in the processing of your application.

INSTRUCTIONS: Please complete the following statements by filling in the designated blank spaces. Responses should be printed or typed so as to be legible. Additional information may be attached. Do not hesitate to ask for assistance on any of the statements you do not understand.

=====

I. GENERAL INFORMATION:

1. Name of Applicant _____
Address _____
Phone _____

2. Proposed project location _____

3. Assessor's parcel number(S) _____

II. EXISTING CONDITIONS:

1. Project land area (square feet or acres) _____
2. Project Parcel:
Present General Plan _____
Proposed General Plan _____
Present Zoning _____
Proposed Zoning _____
3. Project site land use: Undeveloped Developed
4. If developed, describe existing buildings on site:
Use _____ Area _____
Use _____ Area _____
Use _____ Area _____
Use _____ Area _____
Total building area _____
5. Surrounding land uses and zoning:
land use zoning
North _____ / _____
South _____ / _____
East _____ / _____
West _____ / _____
6. Nearby services (stores, recreation, etc.) _____

7. Describe any power lines, water mains, pipelines or other transmission lines which are located on or adjacent to the property: _____

III. PROPOSED CONDITIONS:

1. Proposed use of site: _____

2. Proposed buildings on site:
Use _____, Area _____
Use _____, Area _____
Use _____, Area _____
Use _____, Area _____
Total building area _____
3. Number and type of structures to be moved as a result of the project: _____
4. Are any structures occupied? _____ If yes, how many? _____

5. If residential units are being removed, indicate number of dwelling units included: _____

6. Show all existing and proposed structures on site plan by type, and whether occupied. Also, indicate those to be removed.

7. Proposed Streets:

Street Name	Proposed width	Area
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_____	_____	_____
_____	_____	_____
_____	_____	_____

8. Other proposed paved or impervious areas: Area _____
Describe: _____

9. Proposed grading and removal of vegetation: _____

10. Describe changes in site contours resulting from site grading plans: _____

11. Type and amount of soil to be removed: _____

12. Location moved to or from: _____

13. Proposed landscaped areas: Area _____
Describe (amount, size and type or plants used) _____

14. Landscape maintenance system _____

15. Total project site plan (include both existing & proposed):

Building Coverage _____ %

Landscaped Area _____ %

Surfaced Area _____ %

Total 100%

16. Other equipment to be installed _____

17. Anticipated hours of operation: _____

18. Do you own adjacent properties? (If yes, give Assessor's Parcel Numbers): _____

19. If development is to be phased, indicate or depict the phasing: _____

20. If the project involves a variance, conditional use permit or rezoning application, state this and indicate clearly why the application is required: _____

IV. SITE CHARACTERISTICS:

Hydrology

1. Are there any natural or man-made drainage channels through or adjacent to the property? If yes, show on site plan and explain _____

2. Is any portion of the project in a flood prone area: _____

3. Any existing wells? _____

4. Soil characteristics: _____

5. Description of major vegetation cover (map acceptable) _____

6. Primary vehicle access to property _____

7. Public or private access: _____

8. Describe any public or private easements: _____

V. ENVIRONMENTAL IMPACTS OF PROPOSED PROJECT:

1. Soils (including prime agricultural soils to be removed from production) _____

2. Vegetation (including number, location, and type to be removed if any) _____

3. Hydrology (changes in drainage patterns and amount of runoff) _____

4. Visual impact (how will the site look different) _____

5. Traffic (how much traffic will be generated by project) _____

6. Will any part of the project cause increases in noise levels _____
7. Visual impacts (distance of visibility of project in all directions) _____
8. Air quality (will there be any discharge into the atmosphere as a result of the project) _____
9. Water quality _____
10. Growth inducing impacts (will project encourage further development in the area or set a precedent for higher densities) _____

Effects on City Services

1. Will the project require the extension of new municipal services?

Water <input type="checkbox"/>	Sewer <input type="checkbox"/>	Drainage <input type="checkbox"/>	Parks <input type="checkbox"/>
Police <input type="checkbox"/>	Fire <input type="checkbox"/>	School <input type="checkbox"/>	Waste <input type="checkbox"/>

VI. RESIDENTIAL PROJECTS:

1. Yes No Mixed (If "no" disregard questions in this section.)
2. Total Dwelling Units _____ Total lots _____
3. Number of Structures _____
4. Number of dwelling units with:
 one bedroom , two bedrooms ,
 three bedrooms , four or more bedrooms
5. Type of housing
 single family , Multiple Family , Condominiums
6. Number of units for Sale _____, Rent _____
7. Approximate price range of units \$ _____ to \$ _____

VII. COMMERCIAL, INDUSTRIAL, AGRICULTURAL, INSTITUTIONAL OR NON-RESIDENTIAL PROJECT?

1. Yes No Mixed (if "no" disregard questions in this section)
2. Type of use(s) _____
3. Total number of square feet of floor area _____
4. If fixed seats involved, how many? _____
5. If assembly area without fixed seats, state designed capacity _____
6. Hours of operation _____ Months of operation _____
7. Expected maximum number of people/customer using facilities _____
8. Expected maximum number of employees, per shift _____
all shifts _____
9. Number of parking spaces proposed _____
10. Nature of noise generation, if any _____
11. Nature of odors emitted, if any _____
12. Any hazardous materials or dangerous chemicals on site _____
13. Amounts and types of waste materials to be generated _____
14. Type of loading/unloading facilities _____
15. Number of stories _____, Maximum height _____
16. Type of exterior lighting proposed _____
17. Lot coverage:
building coverage _____% paved area _____%
landscaped/open _____%
18. Estimated use of utilities: Electric _____ KW
gas _____ therms water _____ gal

VIII. MITIGATION MEASURES:

Detail the specific mitigation measures which are needed including energy conservation measures in order to lessen the unfavorable effects (if any) of your project on the environment _____

To the best of my knowledge, the foregoing information is true. I understand that any changer, as a result of either inaccuracies or project notifications may necessitate additional environmental assessment.

Applicant signature

Date

Infill Development Incentive Program

Program Benefits

The Dinuba City Council wishes to incentivize residential and commercial infill development and hereby creates the "Infill Development Incentive Program". Section 4.1 of the City's adopted General Plan states, "first priority shall be given to development of vacant, underdeveloped, and/or redevelopable land where urban services are or can be made available." The Council also recognizes that there are measurable benefits to infill development projects, such as:

- Reduction of costs to build and maintain expensive City infrastructure such as water and sewer mains, streets and storm drainage systems;
- Reduction of storm-water runoff resulting in flooding and pollution of waterways;
- Reduction of agricultural land and sensitive habitat converted to new development;
- Reduction of greenhouse gas emissions and improvement of regional air quality due to the proximity of urban amenities;
- Further support of healthy and environmentally friendly active transportation; and
- Promotion of vibrancy, community and social connection to neighborhoods.

Program Eligibility

The Infill Development Incentive Program is available for residential and commercial developments that meet the following criteria:

- Proposed development must be within City limits;
- Proposed development must be consistent with applicable zoning and general plan designations, policies and regulations;
- Proposed landscape must comply with the State of California's Model Water Efficient Landscape Ordinance (MWELO) and the architectural style (façade) of the proposed development must be consistent with surrounding development;
- Proposed development does not require new or upsized public infrastructure;
- No less than 75% of the perimeter of the proposed site is adjacent to developed parcels; and
- Proposed project site does not exceed one acre or 43,560 square feet;

Program Incentives

Projects deemed eligible for the subject Program may receive some, or all of the following development incentives as determined by the Director of Public Works:

- Waiver of the impact fee associated with the public facility that will not be impacted by the proposed development (i.e. Transportation, Water, Sewer and Storm Drain).
- For residential development; waiver of Parks Impact Fee.
- If applicable, waiver of Site Plan Review fee and/or Conditional Use Permit (CUP) fee.
- Scheduling of Site Plan Review within 10 working days of application submittal; and
- If a Conditional Use Permit is needed, a special Planning Commission meeting may be scheduled.

Application Process

Any applicant wishing to participate in the Infill Development Incentive Program must notify City staff at time of application. If applicant is unaware of this City Program, City staff will notify applicant of possible eligibility, however onus shall be on project applicant to request formal consideration. The City reserves the right to review each application on its unique merits; the Director of Public Works will make a determination of eligibility. If an applicant is denied Program eligibility, a request for reconsideration may be submitted in writing; all such requests will be reconsidered and final eligibility will be determined by the City Manager.

