



CITY OF SAN CLEMENTE | PLANNING DIVISION

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Application for Discretionary Permits

The purpose of this application is to provide basic information associated with the following types of discretionary permits:

ARCHITECTURAL PERMIT & MINOR ARCHITECTURAL PERMIT

The Architectural/Minor Architectural Permit process provides architectural review of certain classes of development projects to ensure their compliance with the General Plan Urban Design Element and the City's Design Guidelines. This permit process is intended to preserve and strengthen San Clemente's unique atmosphere as a Spanish village and to encourage architecture which is consistent with the community and neighborhood character.

CULTURAL HERITAGE PERMIT & MINOR CULTURAL HERITAGE PERMIT

The Cultural Heritage/Minor Cultural Heritage Permit process provides architectural review of projects affecting the City's cultural and/or historical resources and development within the Architectural Overlay to ensure their compliance with the General Plan Urban Design Element and the City's Design Guidelines. The Cultural Heritage/Minor Cultural Heritage Permit process is intended to preserve and strengthen San Clemente's unique atmosphere as a Spanish village and to 1) preserve and protect those places, sites, buildings, structures, neighborhoods, and other objects having a special historical, cultural or architectural interest, 2) protect and enhance the City's attraction as a historic community to tourists and visitors, 3) encourage and, where specified by this title, require architecture which reflects the community's historic character, and 4) preserve and strengthen the pedestrian-oriented areas designated in the General Plan as such.

CONDITIONAL USE PERMIT & MINOR CONDITIONAL USE PERMIT

Each zoning district has various permitted uses. Each zoning district also has various "conditional uses" which may be allowed subject to the approval of a Conditional Use/Minor Conditional Use Permit. The Conditional Use/Minor Conditional Use Permit allows special consideration of certain specified uses which may or may not be compatible in an area depending on the specifics of the particular case. Because a zoning ordinance cannot be drafted to deal equitably with every circumstance, the Conditional Use/Minor Conditional Use Permit process gives the City sufficient flexibility to determine whether a specific land use on a given site will be compatible with its environment and the General Plan.

SITE PLAN PERMIT & MINOR SITE PLAN PERMIT

The Site Plan/Minor Site Plan Permit process provides review of physical improvements to a site which, due to their scale, proximity to environmentally sensitive resource areas, or unique design features, require discretionary consideration. The Site Plan/Minor Site Plan Permit process is intended to encourage site and structural development that 1) respects the physical and environmental characteristics of the site, 2) ensures safe and convenient access and circulation for pedestrians and vehicles, 3) exemplifies the best professional design practices, 4) encourages individual identity for specific uses and structures, 5) encourages a distinct community or neighborhood identity, and 6) minimizes visual impacts.

MINOR EXCEPTION PERMIT

Each zoning district has specific development. There are occasions, however, when the strict application of such standards may be inappropriate or impossible because of special characteristics on a particular piece of property. The Minor Exception Permit process streamlines the review of requests for minor modifications of selected site development regulations where such exception constitutes reasonable use of property, will be compatible with adjoining uses, and will be consistent with goals and objectives of the General Plan and intent of the Zoning Ordinance.

Application Checklist

(to be completed by Planning Division)

Application Date: ____ / ____ / ____

File Number: _____

Received By: _____

Receipt Number: _____

Fees: _____

Related File(s): _____

	Submitted	Not Submitted	Not Required
Completed Application			
Application Certification (Form)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Description (Form)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Checklist (Form)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Description of Environmental Setting (Letter)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Narrative (Letter)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Quality Checklist (Form)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Development Plans and Related Information			
Plans (ask Planning staff for number of sets needed)			
Detailed site plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roof plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landscape and irrigation plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grading plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drainage plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building Sample Materials Board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Illustrated and Colored Elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photographs and Photographic Location Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electronic PDF of Plans (on CD or Flash Drive)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Story Pole Plans (if required, see Planning)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Noticing Requirements			
Property Owner List	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notification Radius Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notification Envelopes (1 set)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Letter of Notification Certification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Application Submittal

COMPLETED APPLICATION

To assure that your project is reviewed as expeditiously as possible, please submit a complete package as summarized below. An incomplete application will delay the processing of your project. If you have questions regarding this application, what plans are needed, or what constitutes a complete application, please contact Planning staff.

Application Certification (Page 12)

This form must be signed and notarized by the property owner (and the applicant, if other than the property owner) before an application may be submitted.

Project Description (Starts on Page 13)

This form provides the City with project data necessary for assessing any potential impacts the proposed project may have.

Environmental Checklist (Page 17)

The purpose of this form is to inform the City of the basic component of the proposed project so that the City may review the project pursuant to the California Environmental Quality Act.

Description of Environmental Setting

For large projects or projects that have the potential to impact resources, a description of the environmental setting is required. 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 in detail, as applicable. Describe any existing structures on the site and the use of the structures. Attach photographs of the site (snapshots will be accepted). If you have any questions as to the applicability of this section, please contact Planning staff.

Water Quality Checklist

The California Regional Water Quality Board has required all projects going through a discretionary review process in the City of San Clemente to comply with Order R9-2009-0002 and the National Pollutant Discharge Elimination System (NPDES). The City of San Clemente has created a Storm Water Quality Checklist to identify any Storm Water Quality requirements that may be required as a part of the development. From this checklist, Engineering staff will help inform you if additional water quality or hydro-modification plans are necessary.

Fees

The filing fee collected with this application is used solely to cover the City's cost of discretionary review (review by the Zoning Administrator, Planning Commission, or City Council). Depending on the scope of review necessary to properly evaluate the proposed project, additional fees may be required. If this application receives discretionary approval, fees may be required for administrative review (ex: review for the purpose of receiving building permits and/or a business license).

DEVELOPMENT PLANS AND RELATED INFORMATION

Unless exempted by Planning staff or otherwise indicated in this form, all of the following plans and other materials must be provided as part of a complete application. Only plans conforming with the following guidelines will be deemed complete by the project planner and forwarded to the appropriate review bodies:

1. All plans shall be drawn to scale and on uniform sheets no smaller than 11" x 17", and no larger than 30" x 42".
2. All site, landscape, grading and drainage plans shall be drawn to scale (ex. 1" = 20', 1" = 30', 1" = 40', or 1" = 50') with the scale clearly labeled. Grading plans shall be in an engineering scale not to exceed 1" = 40'.
3. All elevations shall be drawn to an architectural scale no smaller than 1/4" = 12". A scale of 1/8" = 12" may be used for larger commercial or industrial buildings or other large buildings as determined by the Planning Division.
4. All necessary plans may be required to provide the information in the following pages, and shall be collated and stapled together into development package sets, and **folded** to 8.5" x 12" for submittal.
5. A copy of all plans shall be provided as PDFs on either a CD or flash drive.
6. The site plan shall be the first sheet of the development package, or second if a cover sheet is provided.
7. All sheets shall include a title block with the project name and project location.
8. All plans shall be clear, legible, and accurately scaled and drawn.
9. All plans shall be clearly labeled with sheet title and type of application (AP, CUP, SPP, etc.).
10. Title report(s) no older than six months may be required.
11. A completed water quality checklist form shall be submitted.
12. Required story pole plan if required for the proposal (see Planning staff).

Detailed Site Plans (ask Planning staff for number of sets needed)

1. Location and vicinity map.
2. Precise legal description.
3. All site plans shall contain a north arrow, preferably oriented to the top of the sheet, and a legend identifying any symbols.
4. All existing and proposed contours, streets, sidewalks, alleys, driveways, drainage facilities, street lights, and curb cuts on site and within 20 feet of the site (full right-of-way of streets and alleys) shall be shown. Indicate whether streets and alleys are public or private. Larger developments are subject to additional requirements.
5. Subject property dimensions, lot lines and size of site in square feet and acres.
6. Existing and proposed land use.
7. Indicate existing structures with solid lines. Structures or portions of structures to be removed shall be clearly labeled as dashed lines.
8. Location, dimensions, nature and status of all existing and proposed easements.
9. All existing trees (common name, estimated height and trunk dimension) and any special topographical features, landmarks, etc. with trees to be removed or relocated indicated by dashed lines.
10. All existing and proposed street improvements including sidewalks, curb, gutter, pavement, street lights, fire hydrants, fire protection service lines, street trees, water

meters, drainage structures, sewer and water main and service lines (indicate whether public or private).

11. Distance between structures on the subject site.
12. Distance from structures to front, side, and rear property lines and show required setbacks.
13. All on-site parking and circulation facilities, existing and proposed, including dimensions for aisles, curb cuts, driveways, loading zones, and standard and handicap parking stalls.
14. Path of travel from public way and handicap parking stalls to primary entrance(s).
15. Show edge of roof, roof overhang, and distance to property line to roof edge.
16. Location of any proposed and existing freestanding signage.
17. Location, height and composition of all walls and fences, existing and proposed.
18. Location and dimensions of all trash enclosures, including wall and gate materials.
19. Table indicating:
 - a. applicable development standards and the project's compliance/noncompliance with each requirement;
 - b. square footage of lot;
 - c. parking breakdown by use;
 - d. square footage of proposed structures, additions, and remodel area;
 - e. cover sheet shall include building data (occupancy classification, construction type, building height, number of stories, area of existing buildings, building area of proposed addition, and proposed remodel area); and
 - f. indicate whether existing structure(s) has/have fire sprinklers.
20. Location of all fire protection devices including post indicator valves, detector check (backflow prevention equipment) and fire department connection.
21. Location of all existing and proposed utility boxes and vaults and any relocation sites if applicable.
22. Location of existing and proposed bike racks.

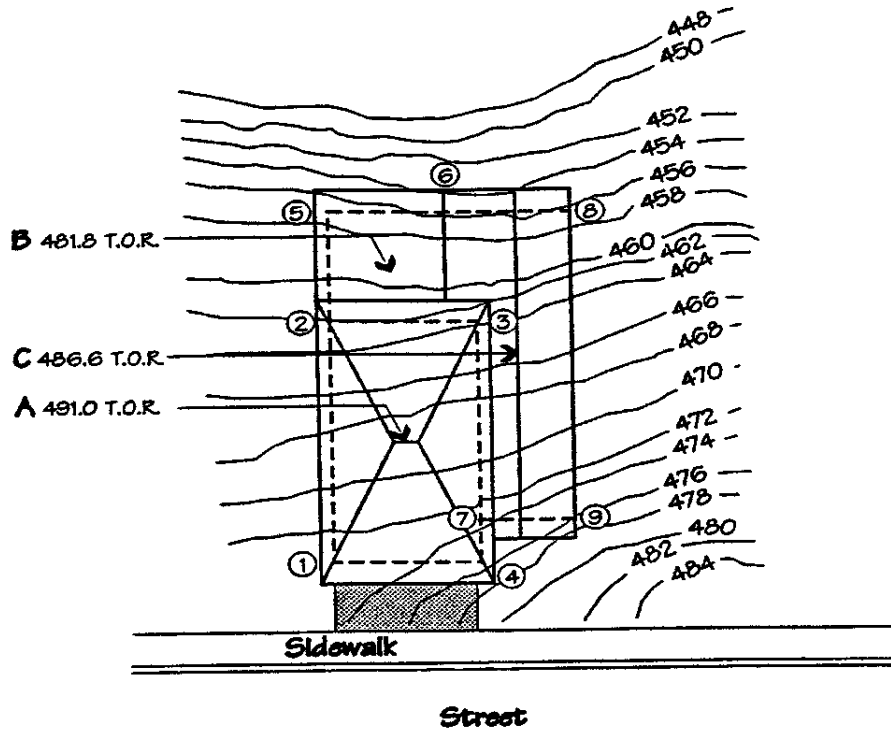
Floor Plans (ask Planning staff for number of sets needed)

1. Interior layout and dimensions of all floors.
2. Finished floor elevations of ground floors.
3. Show all rooms and their use.
4. Provide exiting analysis to show compliance with California Building Code requirements.
5. Differentiate between existing (E) and new (N) elements.
6. If demolition work is proposed, provide a separate demolition floor plan showing extent of proposed work, including exterior/interior wall finishes, ceiling finishes, and roof coverings to be removed.
7. Building cross sections with vertical floor-to-floor/floor-to-roof dimensions.

Roof Plans (ask Planning staff for number of sets needed) – if required

1. Direction and pitch of all roof elements.
2. Roofing material.
3. Location and dimensions of all roof mounted equipment and required screening.
4. Height analysis.
5. Differentiate between existing (E) and new (N) elements.

Note: The City of San Clemente measures height from either original or finished grade, depending on the location of the site within the City. Please refer to the City's Zoning Ordinance for a determination of which method to use. Figure 1 shows the height analysis that applies to sites where height is measured from original grade.



Height Analysis

A	Ridge Elevation	①	②	③	④		
	Existing Grade	491.0	491.0	491.0	491.0		
		<u>472.5</u>	<u>461.5</u>	<u>462.7</u>	<u>477.0</u>	= 90.3	= 22.6
		18.5	29.5	28.3	14.0	4	
B	Roof Elevation	②	③	⑤	⑥		
	Existing Grade	481.8	481.8	481.8	481.8		
		<u>461.5</u>	<u>463.4</u>	<u>450.8</u>	<u>452.0</u>	= 99.9	= 25
		20.3	18.4	31.0	29.8	4	
C	Ridge Elevation	⑥	⑦	⑧	⑨		
	Existing Grade	486.6	486.6	486.6	486.6		
		<u>452.0</u>	<u>469.0</u>	<u>454.5</u>	<u>472.0</u>	= 98.9	= 24.7
		34.6	17.6	32.1	14.6	4	

Figure 1. Height Analysis

Elevations (ask Planning staff for number of sets needed) – if required

1. Detailed plans illustrating all proposed exterior features.
2. Label the type of construction materials for each architectural feature.
3. Label colors for each architectural feature.
4. Label screening materials for roof mounted equipment including HVAC.
5. All exterior elevations including those surrounding courts and patios.
6. Indicate all architectural features. Indicate all features to be removed as dashed lines.

7. Differentiate between existing (E) and new (N) elements.
8. Specify all materials to be used.
9. Indicate the height of the highest wall and/or roof element, the height of any architectural features such as towers or cupolas, and the maximum height of free-standing walls or fences.
10. Indicate all existing and/or proposed signs (proposed signs may be subject to a discretionary process).

Section Details (ask Planning staff for number of sets needed) – if required

1. Cross section of building(s) shall include existing and proposed grades from property line to property line.
2. Longitudinal section of the building or buildings.
3. Typical details of any architectural feature such as cornice bands, wall caps, railing including wrought iron, chimney detailing, wall detailing, fascias, and any decorative detailing.

Landscaping and Irrigation Plans (ask Planning staff for number of sets needed) – if required

1. A list of proposed plant species.
2. Conceptual landscape and irrigation design.
3. Existing trees shown in existing locations and note whether the tree is to remain, be relocated or removed.
4. Identify landscaped medians or other areas in public right-of-way intended for City maintenance.
5. Location of fire protection devices and method of screening.

Note: If required, landscape plans should be prepared by a qualified individual such as a registered landscape architect and will be reviewed by the City's landscape architect consultant. A registered landscape architect will be required for the preparation of the detailed landscape and irrigation plans prior to the issuance of permits.

Grading Plans (ask Planning staff for number of sets needed) – if required

1. Existing and proposed contours on- and off-site for 15 feet (2 feet interval may be required).
2. Existing and proposed flow lines.
3. All existing and proposed retaining walls with detailed information including top of wall and finished surface/grade on both sides of the wall.
4. All top and tow of existing and proposed slopes.
5. All existing and proposed terrace and down drains.
6. All cross sections of manufactured cut and fill areas.
7. All existing and proposed pad elevations.
8. Cross sections from side property line to side property line and center line of street to rear property plus any impacted features on adjacent properties showing existing conditions and improvements.
9. Existing improvements and trees shown in existing locations and note whether they are to remain, be relocated or removed.

Note: If required, rough grading plans (over 50 cubic yards) shall be prepared and signed by a civil engineer registered in the State of California. Applicants must provide a soils and geology report prepared by a soils engineer and geologist registered in the State of California. Grading and drainage plans may be combined on one sheet provided the information remains clear.

Drainage Plans (ask Planning staff for number of sets needed) – if required

1. Flow lines.
2. Retaining structures.
3. Drainage facilities and structures.
4. Hydrology and hydraulic calculations.
5. Indicate whether the drainage facilities are to be publicly or privately owned and maintained.
6. If improvements are minimal they may be placed on the grading plan.

Note: If required, drainage plans shall be prepared and signed by a civil engineer registered in the State of California. Grading and drainage plans may be combined on one sheet provided the information remains clear.

Building Sample Materials Board

Sample of all proposed building materials and colors including but not limited to, brick, stucco, siding, wood, glass, pavers, roofing material, paint, tile, railings, etc.

Illustrated and Colored Elevations

Renderings of the proposed project, colored to reflect proposed building materials and colors as noted above.

Photographs and Photographic Location Map

Please mount the photographs on 8 ½" x 11" paper and include a photographic location map as shown in Figure 2.

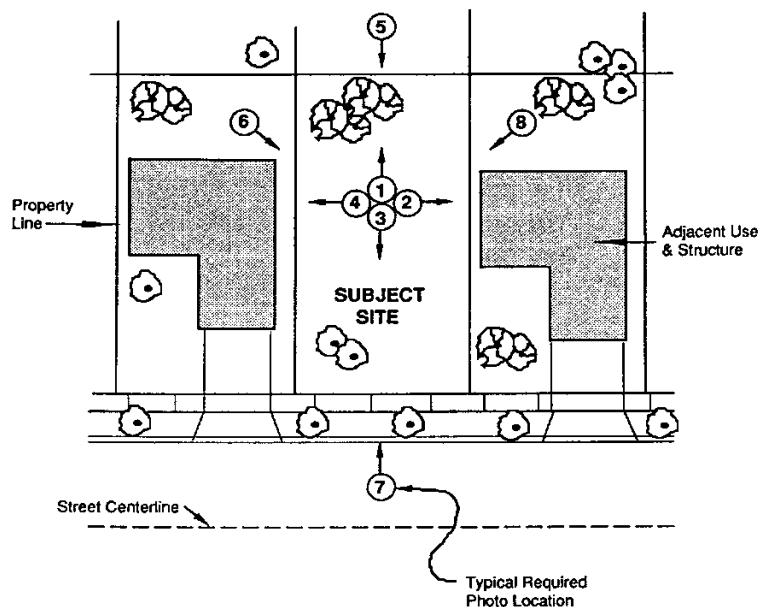


Figure 2. Photographic Location Map

PUBLIC NOTICING INFORMATION

The City of San Clemente requires that applicants for development proposals be responsible for providing certain information in the public notice process. The information for which the applicant is responsible is detailed below. All required noticing information must be submitted to the City before an application will be accepted.

Property Owner List

From the current county tax assessor's rolls, the applicant shall compile a mailing list containing the names, addresses and assessor's parcel numbers of all the owners of real property within 300 feet, as measured from the exterior boundaries of the subject property.

The mailing list shall also include the property owners of the subject property, the principal agents and/or consultants involved in the application, and homeowners or property owners' associations covering adjacent property or properties within 300 feet of the subject property. The mailing list shall be submitted with the application. Typically the list can be prepared by a title company or ownership listing service which will issue the list on a set of gummed labels. These labels can be used to address the noticing envelopes (see below). A copy of the labels will be acceptable as the property owner list.

Notification Radius Map

The applicant shall prepare a map at 1:100 scale which indicates the location of the subject property and illustrates the 300 foot radius boundary and all parcels within the boundary. The map shall be submitted with the application.

Notification Envelopes

The applicant shall prepare a business sized envelope for mailing to each name on the property owner list. Envelopes must be return addressed to the City of San Clemente. The assessor's parcel number must appear on the envelope and should not be placed at or near the bottom of the address as it may be mistaken for a zip code. It is the applicant's responsibility to pay for postage. Each envelope shall include a postage stamp. One set of envelopes must be provided with the application unless a Tentative Tract Map, General Plan Amendment, Specific Plan Amendment, Zoning Amendment, Abandonment or Encroachment application is included, in which case two sets of envelopes are required.

City of San Clemente Planning Division 910 Calle Negocio, Suite 100 San Clemente, CA 92673	[provide stamp]
	[assessor's parcel number] John and Mary Doe 1234 El Camino Real San Clemente, Ca 92672

Figure 3. Properly Prepared Envelope

Letter of Notification Certification

The applicant shall submit with the application, a letter of certification (attached) which assures that the property owner list contains the names, addresses and assessor's parcel numbers of all persons to whom all property is assessed as they appear on the latest available assessment rolls of the County of Orange within the area described by the appropriate radius as measured from the exterior boundaries of the subject property.

Mailing, Posting, and Publishing

Ten (10) calendar days prior to the scheduled public hearing, the City will mail the public notices, post the project site, and cause a public notice to be published in a newspaper of general circulation.

ADDITIONAL SUBMITTAL REQUIREMENTS

Prior to scheduling for review by the Planning Commission, the following items may be required:

- 8 ½" x 11' reduction 1 each of the following (upon determination that application is complete):
 1. Site plan
 2. Floor plans
 3. Elevations
 4. Roof plans
 5. Landscape plans
- Additional sets of plans for Commission/Council (revised, as needed)
- Revised building materials sample board
- Revised illustrated and colored elevations
- Traffic study
- Noise study
- Preliminary title report
- Visual analysis
- Scale model
- Soils report
- Topographical survey
- Necessary environmental analysis documents
- Renderings
- Models
- Other information deemed necessary by staff to adequately review the project
- Story poles may be required for the project, and shall be erected as required by Municipal Code Section 17.12.060(A)

Application Certification

(to be completed by applicant and owner(s))

Affidavit

State of California)

County of Orange)

City of San Clemente)

I, _____(print name), being duly sworn, depose and say that I am the applicant in the foregoing application, that I have read the foregoing application and know the content thereof and state that the same is true and correct to the best of my knowledge.

Applicant's Signature: _____

Address: _____

Phone: (_____) _____ - _____

Application Authorization

(If you are the applicant **and** the owner, you must sign in both locations.)

I, _____(print name), the owner of the real property involved in this application, do hereby consent to the filing of this application.

Owner's Signature: _____

Address: _____

Phone: (_____) _____ - _____

Subscribed and sworn before me this _____ day of _____, _____.

(Notary Public)

Project Description

(to be completed by applicant)

Name of Proposed Project: _____

Location of Project: _____

Lot(s): _____ Block: _____ Tract: _____

Assessor's Parcel Number(s): _____ - _____ - _____

General Plan Designation: _____ Zoning Designation: _____

Applicant

Name: _____

Address: _____

Daytime Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Fax: (____) _____ - _____

Email Address: _____ @ _____ . _____

Owner

Name: _____

Address: _____

Daytime Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Fax: (____) _____ - _____

Email Address: _____ @ _____ . _____

Architect

Name: _____

Address: _____

Daytime Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Fax: (____) _____ - _____

Email Address: _____ @ _____ . _____

Engineer

Name: _____

Address: _____

Daytime Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Fax: (____) _____ - _____

Email Address: _____ @ _____ . _____

Primary Contact for Applicant

Name: _____

Address: _____

Daytime Phone: (____) ____ - _____ Cell Phone: (____) ____ - _____

Fax: (____) ____ - _____

Email Address: _____ @ _____.

Residential Project Summary

(to be completed by applicant)

PROJECT AREA	ACRES	SQUARE FEET		
AREA DISTRIBUTION (BASED ON NET AREA)	ACRES/SQ. FT.	% OF NET AREA		
Lot coverage				
Landscape coverage				
DWELLING UNITS (BASED ON NET AREA)	NUMBER	NET DENSITY		
Dwelling units				
BUILDING HEIGHT	ALLOWED	PROPOSED		
Top of roof				
Plateline (if applicable)				
Number of stories				
SETBACKS	REQUIRED	PROPOSED		
Front side				
Right side (facing property)				
Left side (facing property)				
Rear				
Canyon/bluff				
PARKING	SPACE REQUIRED		SPACE PROVIDED	
	COVERED	UNCOVERED	COVERED	UNCOVERED
Single family				
Duplex				
Multifamily/condominium:				
Studio				
One bedroom				
Two bedroom				
Three bedroom				
Four bedroom				
Guest parking				
TOTAL				

Nonresidential Project Summary

(to be completed by applicant)

PROJECT AREA	ACRES	SQUARE FEET	
AREA DISTRIBUTION (BASED ON NET AREA)	ACRES/SQ. FT.	% OF NET AREA	
Building coverage			
Landscape coverage			
FLOOR AREA RATIO	ALLOWED	PROPOSED	
Building square footage			
FAR (building square footage/lot area)			
BUILDING HEIGHT	ALLOWED	PROPOSED	
Top of roof			
Plateline			
Number of stories			
SETBACKS	REQUIRED	PROPOSED	
Front side			
Right side (facing property)			
Left side (facing property)			
Rear			
Canyon/bluff			
OCCUPANCY CLASSIFICATION			
Occupancy code			
Type of construction			
Roof material			
PARKING (CALCULATE EACH USE WITHIN A BUILDING SEPARATELY)			
TYPE OF USE	PARKING RATIO	# OF REQUIRED SPACES	# OF PROVIDED SPACES
<i>TOTAL</i>			

Environmental Checklist

(to be completed by applicant)

Will the proposed project result in:

	Yes	No
1. Change in existing features of any bays, tidelands, beaches, lakes or hills, or substantial alterations of ground contours?	<input type="checkbox"/>	<input type="checkbox"/>
2. Change in scenic views or vistas from existing residential areas, public lands or roads?	<input type="checkbox"/>	<input type="checkbox"/>
3. Change in pattern, scale or character of general area of project?	<input type="checkbox"/>	<input type="checkbox"/>
4. Significant amounts of solid waste or litter?	<input type="checkbox"/>	<input type="checkbox"/>
5. Change in dust, ash, smoke, fumes or odors in vicinity?	<input type="checkbox"/>	<input type="checkbox"/>
6. Change in ocean, bay, lake, stream or ground water quality or quantity, or alteration of existing drainage patterns?	<input type="checkbox"/>	<input type="checkbox"/>
7. Substantial change in existing noise or vibration levels in the vicinity?	<input type="checkbox"/>	<input type="checkbox"/>
8. Site is on filled land or on slope of 10 percent or more?	<input type="checkbox"/>	<input type="checkbox"/>
9. Use or disposal of potentially hazardous materials, such as toxic substances, flammables or explosives?	<input type="checkbox"/>	<input type="checkbox"/>
10. Substantial change in demand of municipal services: police, fire, water, sewer, etc.?	<input type="checkbox"/>	<input type="checkbox"/>
11. Substantially increase fossil fuel consumption: electricity, oil, natural gas, etc.?	<input type="checkbox"/>	<input type="checkbox"/>
12. Related to a large project or series of projects?	<input type="checkbox"/>	<input type="checkbox"/>

If you answer yes for any of the items above, please discuss the details below. If you need more space for your response, continue on a separate sheet.

Letter of Notification Certification

(to be completed by applicant)

I, _____(print name), hereby certify that the attached list contains the names, addresses, and assessor's parcel numbers of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County of Orange within the area described by the required 300 foot radius measured from the exterior boundaries of the property legally described as:

Applicant/Representative Signature:

Date: ____ / ____ / _____