

CONDITIONAL USE PERMIT

Electronic Files to be named per the Section Number & Item Description (i.e., 1.0_Application_date). Date = yyyymmdd (i.e., 20190512)

# Copies	Description
1.0 General Application Package	
x	1 Application – architect and project manager contact info. not provided
x	1 Statement of Operations
	1 Proof of Ownership - confirm Andrew Cuneo authorization to sign for PO (required for intake)
x	1 Disclosure Statement of Ownership Interest
x	1 Indemnification Agreement
x	1 Hazardous Waste Substance Disclosure Statement
	1 CAP Worksheet and Greenhouse Gas Threshold - #1 – yes, #3 – yes, #6 – substantiate, #7 – substantiate, #8 – N/A
x	1 Applicability of Storm Water Best Management Practices (BMP)
x	4 Storm Water Quality Management Plan (SWQMP)
N/A	--- Statement of Justification
2.0 Photographic Survey	
x	1 Photographic Survey
3.0 Public Notice Package	
x	1 Radius Map
x	1 APN Names and Mailing Addresses List
x	1 Owner & Occupant Electronic Spreadsheet File
x	1 Public Notice Package Certification
	1 Photo of Notice of Permit Application Sign (Submit within 7 days of application submittal)
	1 Notice of Permit Application Certification of Posting (Submit within 7 days of application submittal)
4.0 Title Report	
	1 Title Report (required for intake)
5.0 Development Plan Package	
x	8 Architectural Elevations
x	8 Color Elevations and Renderings
x	8 Floor Plans
x	8 Grading Plans
N/A	--- Slope Density Map
x	8 Site Plans
	2 Lighting Plan
x	1 Materials Board
N/A	--- Planning Documentation
6.0 Landscape Development Package	
x	5 Conceptual Landscape and Irrigation Plans
	5 Revegetation **
	5 Brush Management Plan **
7.0 Tentative Subdivision/Parcel Map	
N/A	--- Tentative Subdivision/Parcel Map
8.0 Technical Studies	
x	3 Hydrology Reports
x	3 Soils/Geotechnical Study
	3 Other - TIA-1 (required for intake), Helix Biological Assessment email
9.0 Environmental Review	
	1 Environmental Questionnaire – fill out City of SM Form
10.0 Fees & Deposits	
	Fees & Deposits – Conditional Use Permit - \$7,534, Public Notice Package - \$268, Postage (2 mailings) - \$63.86, CEQA Exemption - \$134

**May be required depending on proposal.



Notes: Applicant coordination with VWD recommended to begin as soon as possible to ensure project designs account for VWD standards

Applicant Name & Signature

City Planner Name & Signature

Date