



CITY OF VISALIA
PLANNING DIVISION PERMIT
APPLICATION

DATE STAMP

PERMIT APPLICATION(S):

Check all permits being applied for with this application.

- | | |
|--|---|
| ☐ CONDITIONAL USE PERMIT | ☐ LOT LINE ADJUSTMENT |
| ☐ AMENDMENT TO EXISTING CUP | ☐ TENTATIVE PARCEL MAP |
| ☐ ZONING VARIANCE | ☒ TENTATIVE SUBDIVISION MAP |
| ☐ NOISE VARIANCE | ☐ GENERAL PLAN AMENDMENT |
| ☐ CHANGE OF ZONE | ☐ SPECIFIC PLAN AMENDMENT |
| ☐ ANNEXATION | |

****Staff Use Only****

Project Number(s) _____

Planning Commission
Date: _____

Name of Applicant:

Short title or name of proposed project:

Summary description of the proposed project:

SITE:

Site Plan Review number(s) _____

Date of SPR Committee revise & precede authorization _____

Address or nearest major street intersection _____

APN(s) _____

Existing Zone _____ Existing General Plan Land Use Designation _____

Proposed Zoning Designation_____

Proposed Land Use Designation_____

Site area (acres, or square feet if less than one acre)_____

Existing streets directly adjacent to the site_____

Existing use(s)_____

Existing improvements/structures_____

PROPERTY OWNER(S):

If more than two owners, please provide information and signature(s) on a separate sheet.

Name (print)_____Name (print)_____

Mailing Address_____Mailing Address_____

Phone_____Phone_____

Statement: I/We declare under penalty of perjury that I am/we are the legal owner(s) of the property involved in this application. I/We authorize the person named in this application as the Project Main Contact to act as my/our representative with City Staff regarding the processing of this application.

Date

Property Owner Signature

Date

Property Owner Signature

PROJECT MAIN CONTACT/REPRESENTATIVE:

(This is the person who will be the main contact with City Staff, and will receive all correspondence.)

Name (print)_____

Firm/Company_____

Mailing Address_____

Phone_____Fax_____E-Mail_____

Statement: I will be the main contact and representative of the proposed project with City Staff during the processing of this application. I declare under penalty of perjury that all statements and documents submitted with this application are true and correct to the best of my knowledge.

VERSION 1-9-06

SUPERCEDES ALL PREVIOUS

Page 2 of 3

Date

Project Main Contact/Representative Signature

OTHER INVOLVED PARTIES:

Fill in all that apply.

Is the property currently in escrow? If so, to whom? _____
(Write "none" if property is not in escrow.)

Developer/Builder _____

Mailing Address _____

Phone _____ Fax _____

Contractor _____

Engineer _____

Architect _____

NAMES OF PRINCIPALS, PARTNERS, AND/OR TRUSTEES:

List the names of any and all principals, partners, and/or trustees where any property owner or developer/builder is a corporation, partnership, or trust. For corporations provide names of officers and directors. For trusts provide names of trustees and beneficiaries.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



CITY OF VISALIA
PLANNING DEPARTMENT
ENVIRONMENTAL CONDITIONS
REQUIRED FOR ALL PROJECTS

SITE CHARACTERISTICS:

Flood Zone Designation: _____ Height Of Required Minimum Building Elevation: _____

Is The Project Site Within A:

Historic District: Yes / No

Specific Plan Or Master Plan Area: Yes / No (If Yes, Name) _____

Special Study Area: Yes / No (If Yes, Name) _____

Agricultural Preserve: Yes / No

Williamson Act Contract: Yes / No: If Yes, Preserve # _____ Contract # _____

Has A Notice Of Non-Renewal Been Filed? Yes / No Date Filed: _____

Please Check All Items Applicable To The Project:

_____ Mature Oak Trees On Site Or Within Forty Feet Of The Site

_____ Within Protected Species Or Habitat Area

_____ Evidence of Hazardous Waste Or Previous Hazardous Uses Or Processes Occurring On Site

_____ Waterways Adjacent To The Project Site, And/Or Any Planned Changes In Streams, Waterways, Rivers, Ditches

_____ Known Cultural Resources On Site

_____ Within ¼ Mile Of Any School

_____ Increase In Light Or Glare To Immediate Vicinity After Project Is Completed

_____ Increase In Noise To Immediate Vicinity After Project Is Completed

_____ Within Two Miles Of An Airport



CITY OF VISALIA LANDSCAPING PLANS FORM AND CONTENTS REQUIREMENTS

ALL LANDSCAPE PLANS SHALL BE PREPARED ON ONE OR MORE 18-INCH BY 24-INCH SHEETS AT A SCALE NOT LESS THAN ONE INCH EQUALS 40 FEET (A MASTER OR REFERENCE MAP SHEET AT A SCALE NOT LESS THAN ONE INCH EQUALS 100 FEET MAY ALSO BE INCLUDED)

- ___ The name of the Proposed Subdivision/Project
- ___ A clear depiction of the project boundaries by the use of heavy solid line
- ___ Depictions of all existing mature oak trees, utilities, water courses and trails within the project boundaries and within 100 feet of the project boundaries
- ___ North arrow and scale
- ___ Date of map and (if applicable) date of last revision
- ___ The name, company, and contact information of the preparer
- ___ Net Acreage and percentage of net project site area provided for common open space
- ___ Identification of the entity responsible for installing and maintaining landscaping (i.e. LLA, HOA, private maintenance, etc.)
- ___ Elevation and Plan details of all proposed walls, entry gates, entry features, and common area facilities
- ___ Depiction of all mature oak trees on the site and within 40 feet of the project boundaries
- ___ Depiction of all proposed plant and tree species by their botanical and common names,
- ___ Proposed planting sizes of all plant and tree species and minimum spacing of all plantings
- ___ Locations of proposed irrigation valves and preliminary irrigation line locations and diameter sizes, and identification of responsible entity for irrigation
- ___ Labeling of water



CITY OF VISALIA SUBDIVISION MAP FORM AND CONTENTS REQUIREMENTS

ALL SUBDIVISION MAPS SHALL BE PREPARED ON ONE OR MORE 18-INCH BY 24-INCH SHEETS AT A SCALE NOT LESS THAN ONE INCH EQUALS 40 FEET (A MASTER OR REFERENCE MAP SHEET AT A SCALE NOT LESS THAN ONE INCH EQUALS 100 FEET MAY ALSO BE INCLUDED)

- ___ The name of the Proposed Subdivision, and designation as a Tentative Map or Vesting Tentative Map
- ___ A clear depiction of the subdivision boundaries by the use of heavy solid line
- ___ Legal description of the exterior boundaries of the subdivision or legal description of the property comprising the subdivision
- ___ Depictions of all existing and approved General Plan Land Use and Zoning designations, existing and intended uses, property lines, streets, structures, mature oak trees, utilities, water courses, existing wells, irrigation pipes and septic tanks, railroads, drainage facilities, and trails within the subdivision boundaries and within 100 feet of the subdivision boundaries
- ___ North arrow and scale
- ___ Date of map and (if applicable) date of last revision
- ___ The name and address of the owner of the property
- ___ The name and address of the subdivider
- ___ The name and company of the engineer, or surveyor preparing the map
- ___ Vicinity Map that includes the nearest collector or arterial roads by name on each side bounding the project site
- ___ Assessor's Parcel Number(s)
- ___ Gross Acreage
- ___ Net Acreage
- ___ Number of buildable lots, intended uses, net acreage by use of buildable lots, and net development density
- ___ Number of lettered lots, intended uses, net acreage by use of lettered lots
- ___ Acreage and percentage of net project site area provided for common open space
- ___ Acreage of remainder parcel(s)
- ___ Adjacent Waterways and Ditches
- ___ Flood Zone Designation
- ___ (If Project Site is within a Flood Zone, map shall include height of finished grades relative to nearest existing finished grades of all adjacent properties and streets)
- ___ The location and width of all streets and alleys within and adjacent to the proposed subdivision and label as "private" if other than public right-of-way
- ___ Cross sections of all existing and proposed streets, alleys, and watercourses or areas subject to inundation from floods
- ___ Details of all proposed walls, entry gates, entry features, and common area facilities
- ___ Depiction of all mature oak trees on the site and within 40 feet of the project boundaries
- ___ The width and location of all existing and proposed easements
- ___ The names of all utility providers
- ___ Approximate existing and finished grade contours drawn to one-foot intervals where changes of existing elevation greater than three feet are proposed
- ___ The approximate radius of curves
- ___ Each lot shall be depicted by proposed property lines, dimensions, lot number, size, and proposed street access points.
- ___ Proposed setbacks and private open space for each lot or unit (residential projects)
- ___ Lots proposing modifications from any minimum Zoning standard shall be identified on the subdivision map, and their modifications shall be referenced by margin note and detail drawings
- ___ **Vesting Tentative Maps shall also include all information required by Visalia Municipal Code Section 16.20.020 A. (Vesting Tentative Maps), unless specifically waived by the City Planner and City Engineer.**



CITY OF VISALIA SUBDIVISION MAP SUPPLEMENTAL APPLICATION

SUBDIVISION INFORMATION

Type of Subdivision (Circle Applicable Type):

Tentative Subdivision Map / Vesting Tentative Subdivision Map / Parcel Map / Vesting Parcel Map

Subdivision Name: _____

Assessor's Parcel Number(s): _____

Gross Acreage: _____

Net Acreage: _____

Number of Buildable Lots: _____

Number of Lettered Lots: _____

Acreage of Remainder Parcels: _____

Acreage Of Lettered Lots: _____

Adjacent Waterways/Ditches: _____

Flood Zone Designation: _____

Height of Finished Grades Relative To Nearest Existing Finished Grades Of All Adjacent Properties And Streets: _____

USE OF PARCELS (CIRCLE ALL THAT APPLY)

(Circle Applicable Type)

Residential:

Planned Development (PD) / Planned Residential Development (PRD) / Planned Unit Development (PUD)

Commercial/Office Industrial Mixed Use Other _____

FOR RESIDENTIAL PROJECTS

Number Of Single-Family Housing Units/Lots _____

Number Of Multi-Family Housing Units/Lots _____

Gross Density (total units/gross acreage) _____

Net Density (total units/net acreage) _____

Acreage of permanent open space lots _____

Minimum lot size _____

Maximum lot size _____

Average lot size _____

Minimum lot width _____

Maximum lot width _____

LICENSED SURVEYOR OR REGISTERED ENGINEER WHO PREPARED PARCEL MAP

Name: _____ License No./ Expiration Date: _____

Company Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Facsimile: _____

E-Mail Address: _____

THE FOLLOWING ITEMS SHALL BE INCLUDED WITH APPLICATION (Person Preparing Application Shall Place Initials On The Space Provided. Required Application Materials Not Included Will Result In Application Being Deemed INCOMPLETE.)

- _____ 20 Copies of The Subdivision Map (See Supplemental Information Required for Subdivision Maps)
- _____ 1 Copy of Reduced Size Subdivision Map (8 1/2in. X 11in.)
- _____ 10 Copies of Preliminary Landscape Plans (Including Fencing and Wall Details)
- _____ 1 Copy of Reduced Size Preliminary Landscape Plans (8 1/2in. X 11in.)
- _____ 2 Copies of Site Plan Review Committee Revise & Proceed Comments
- _____ 2 Copies of Traffic Impact Study (If required by Site Plan Review Committee)
- _____ Electronic Files of all Exhibits (Autocad dxf. or dwg. for Maps), (Adobe Acrobat or Similar Format for All Other Exhibits) Provided on CD Disk
- _____ 10 Copies of Additional Required Exhibits if Vesting Subdivision as Required by Visalia Municipal Code (VMC) Section 16.20.020 (Vesting Tentative Maps)

AGENCY AUTHORIZATION

OWNER:

I, _____, declare as follows:
(Owners Name)

I am the owner of certain real property bearing assessor's parcel number (APN):

_____	_____
_____	_____
_____	_____

AGENT:

I designate _____, to act as my duly authorized
(Agent's Name) (Please type or print)

agent for all purposes necessary to file an application for, and obtain a permit to

(Action Sought)

relative to the property mentioned herein.

I declare under penalty of perjury the foregoing is true and correct.

Executed this _____ day of _____, 20_____.

<u>OWNER</u>	<u>AGENT</u>
_____ (Signature of Owner)	_____ (Signature of Agent)
_____ (Owner Mailing Address)	_____ (Agent Mailing Address)
_____	_____
_____ (Owner Telephone)	_____ (Agent Telephone)

APPROVED:

CITY OF VISALIA

By: _____
(Signature)

Date: _____

*NOTE: OWNER'S SIGNATURE MUST BE NOTARIZED. Attach acknowledgment of signature(s) by Notary Public.