



RESOURCE MANAGEMENT AGENCY

5961 S. Mooney Blvd
Visalia, CA 93277
559-624-7000
559-615-3002

Aaron R. Bock
Reed Schenke
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Economic Development and Planning
Public Works
Fiscal Services

REED SCHENKE, DIRECTOR

MICHAEL WASHAM, ASSOCIATE DIRECTOR

MAJOR LAND USE ENTITLEMENT (DISCRETIONARY)

TYPE OF APPLICATION:

- | | | |
|---|--|---|
| <input type="checkbox"/> Development Agreement | <input type="checkbox"/> Review/Interpretation Request | <input type="checkbox"/> Tentative Subdivision Map |
| <input type="checkbox"/> Final Site Plan | <input type="checkbox"/> Revisions to a Parcel/Sub Map | <input type="checkbox"/> Variance - Flood |
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Special Use Permit (PC) | <input type="checkbox"/> Variance - Building/Road Setback |
| <input type="checkbox"/> Planned Development | <input type="checkbox"/> Specific Plan | <input type="checkbox"/> Variance - Zoning |
| <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Tentative Parcel Map | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> Other: | | |

NOTE: APPLICANT AND PROPERTY OWNER NAMES MUST BE LISTED IDENTICAL TO HOW THEY ARE SHOWN ON YOUR GOVERNMENT ID

Applicant:

Mailing Address _____
City/Town _____ State _____ Zip _____
Phone _____ Cell _____
E-Mail _____
Signature _____

Property Owner:

Mailing Address _____
City/Town _____ State _____ Zip _____
Phone _____ Cell _____
E-Mail _____
Signature _____

Other Persons to be Notified: (Specify: Other Owner(s), Agent, Lender, Architect, Engineer, Surveyor)

Name/Title _____
Mailing Address _____
City/Town _____ State _____ Zip _____
Phone _____ Fax _____
E-Mail _____

Name/Title _____
Mailing Address _____
City/Town _____ State _____ Zip _____
Phone _____ Fax _____
E-Mail _____

Project Information:

Site Address(es): _____ City/Town: _____

Assessor's Parcel No(s): _____

THIS SPACE FOR PERMIT CENTER STAFF USE ONLY

Project Number: _____ Supervisor District: _____ Economic Development: _____
Current Zoning: _____ General Plan Land Use: _____ UAB/UDB/HDB/MS: Yes ☐ No ☐
Project Description _____
Agricultural Preserve (if applicable) – Preserve No. _____ Contract No. _____
Filing Fee(s): _____ Total Amount Paid: _____ Payment Type: _____
Date Received: _____ Existing Entitlements/References: _____
Application Received/Reviewed by: _____

PERMIT CENTER HOURS: MONDAY –Friday 9:00 A.M. TO 4:30 P.M.

DISCRETIONARY LAND USE ENTITLEMENT APPLICATION

REQUIREMENTS, FEES AND INSTRUCTIONS *(Please use dark blue or black ink)*

The application form must be filled out completely and in every respect with all questions answered and all required attachments before the County can officially accept the application for processing. In the course of accepting and processing the application, Permit Center staff or the project planner may ask the applicant to clarify, correct or otherwise supplement the required information. The application may be filed with the Resource Management Agency Permit Center, at 5961 S. Mooney Blvd. Visalia, CA 93277. Phone No. (559) 624-7000. **IMPORTANT NOTICE: Fees are required at time of application submittal and are subject to change. Please verify the most up to date fees with Permit Center staff. The applicant is responsible for the payment of all fees associated with this application, including the initial fee/deposit and additional fees charged for processing. In addition, the applicant may be required to submit to the County additional deposits.**

Please see application fee information on Page 3 for specific and detailed fee information.

In addition to this application, please provide the following:

1. One (1) copy of the Development / Site Plan (showing entire parcel and location of the project)
2. Operational Statement: Please attach a detailed operational statement.
3. A signed Indemnification Agreement
4. "Will Serve" Letter from the appropriate off-site Community Water or Sewage Disposal provider.
5. Supplemental Information: Parcel Map Applications may require applications for exceptions and/or a waiver of the final map (if applicable). Certain applications pertaining to projects involving the raising of animals (dairies or other animals), Surface Mining or other more intense uses may require additional information and forms which can be obtained by contacting the Permit Center staff.

SUMMARY OF REQUIREMENTS FOR A LAND USE ENTITLEMENT APPLICATION

1. Completed Application
2. Owner's Affidavit *(signed by property owner)*
3. Filing Fee
4. Development/Site Plans (1 copy) (additional copies may be required)
5. Indemnification and Cost Recovery Agreement *(separate attachment)*
6. Supplemental Information (Review of "Identified Hazardous Waste Sites")
7. Applicant's Request for Notification of Proposed Land Use Action
8. Operational Statement *(if required by County)*
9. "Will Serve" letter from the appropriate off-site Community water and/or sewage disposal provider.
10. Water availability information for all existing and/or proposed on-site domestic wells.
(Note: If a domestic well on one parcel is going to supply water to another parcel, a ten foot wide well and pipeline repair and maintenance easement in favor of that parcel shall be shown on the parcel (tentative/final) map and incorporated into the legal description prepared for the division of land.)
11. Request of Unused Fees Form (Signed by the Applicant)
12. Campaign Contribution Disclosure Form (Signed by the Applicant)*(If Required)*

LAND USE ENTITLEMENT APPLICATION FEES

Project Type

Fee Due at Application Submittal

Development Agreement	\$1,303 deposit (then \$115/hourly charged)
Final Site Plan	\$3,415 deposit (then \$115/hourly charged)
General Plan Amendment	\$10,321 deposit (then \$115/hourly charged)
Planned Development	\$8,304 deposit (then \$115/hourly charged)
Planned Unit Development	\$8,203 deposit (then \$115/hourly charged)
Review/Interpretation Request	\$300 deposit (then \$115/hourly charged)
Revisions to a Parcel/Sub Map	\$1,312 (for a Minor Revision) 1/2 of fee for Tent Map not less than \$1,354 (Major Revision)
Special Use Permit (PC)	\$3,005 deposit (then \$115/hourly charged) for CEQA Exempt projects, temporary uses, mobile home/additional housing \$5,750 deposit (then \$115/hourly charged) for New Special Use Permits and Amendments \$5,528 deposit (then \$115/hourly charged) for Expansions of Non-Conforming Uses *Note that Large Day Cares, Kennels, and Hazardous Waste Facilities have special fee amounts. Please contact Permit Center staff for any fee questions. Additional \$150 fee in SRA Areas
Specific Plan	\$5,321 deposit (then \$115/hourly charged)
Tentative Parcel Map	\$2,507 flat fee (for 1-4 lots) - Additional: \$168 for Waiver request, \$249 for exceptions to maps/lot lines, \$113 in SRA Areas; \$3,568 plus \$65 per lot (for more than 4 lots) (then \$115/hourly charged)
Tentative Subdivision Map	Deposit Varies based on number of lots (then \$115/hourly charged)
Variance - Flood	\$3,313 deposit (then \$115/hourly charged)
Variance - Building/Road Setback	\$1,801 flat fee
Variance - Zoning	\$3,490 deposit (then \$115/hourly charged)
Zone Change	\$6,451 deposit (then \$115/hourly charged)

Additional Fees Due Prior to Hearing or Project Completion

CEQA (Environmental) Fees for 2025	Varies: Exempt: \$58, ND or MND: \$2,968.75 EIR: \$4,123.50
Recording Fee Deposit	\$150 (Including SB2 - Building Homes and Jobs Act Fee)
Compliance Monitoring Fee	\$130

Tax Clearance Fees for Parcel Maps/Lot Line Adjustments

Assessor Fee Per Map for Tax Estimates	\$63
Assessor Fee Per Map for Waived Maps	\$336
Tax Collector Fee	\$131 per Original APN

PLEASE FILL OUT THE FOLLOWING INFORMATION COMPLETELY.

1. Type of Project:

☐ Residential ☐ Commercial ☐ Industrial ☐ Agricultural

2. Present use of the project site (existing conditions, improvements, and/or development)?

3. What is the project/proposed use of site? And when will the use begin? *(Please state exactly and in detail what the intended reason to be done on, or with, the property).*

4. Is the project proposing to create new lots? _____
If yes, how many? _____

5. Is this project to resolve a violation? _____

6. Liquid waste disposal *(please check appropriate box)*: ☐ Existing ☐ Proposed

☐ Septic Tank-Leach Lines: Size of tank _____gallons & length of lines _____ft.

☐ Seepage Pit - Size _____

☐ Community System – Name: _____

☐ Aerobic tank - Size of tank _____

7. Water supply *(please check appropriate box)*: ☐ Existing ☐ Proposed

☐ Domestic Well – Size of pump _____ Gallons per minute _____

☐ Irrigation Well: _____

☐ Irrigation District – Name: _____

☐ Private Water Company – Name: _____

☐ Community System – Name: _____

Note: A “Will Serve” letter must be provided from any off-site community water and/or sewage disposal provider and must be submitted as part of this application. In addition, water availability information for all existing and/or proposed on-site domestic wells must also be submitted with this application.

8. Source of energy *(please check appropriate box)*:

☐ Electricity – Company name: _____ ☐ Natural Gas – Company name: _____

☐ Propane: Size of tank _____ Provider _____

9. Date property was acquired: _____

10. Date use began on site: _____

11. Parcel or Lot Size(s) (*in acres or sq. ft. as appropriate*): _____
12. How much area of the total parcel or lot is being developed or utilized for the proposed use (acreage, square footage and percentage)? _____
13. Will the development of the project be in phases? If yes, Yes ☐ No ☐
please describe each phase and estimated time frames. _____
14. List and describe any other related permits and/or other public approvals required for this project, including those required by city, regional, state and federal agencies. _____
15. Parking: Specify the number of on-site parking spaces, including the location, size, and type of surfacing. _____
- Specify number of loading space(s) and loading dock(s) _____
16. Number of trips generated per day by each type listed below (*2 trips = 1 arrival and 1 departure*):
- | | | | |
|----------------------------|-------|-----------|-------|
| Residents | _____ | Customers | _____ |
| Employees (including self) | _____ | Shipping | _____ |
| Deliveries | _____ | Other | _____ |

Residential Projects Only:

17. Please indicate the type of residential development (*conventional, mobile home, duplex, tri-plex*). _____
18. How many structures/buildings are being proposed? _____
19. How many units will there be? _____
20. Please provide the relationship of persons to the applicant in each dwelling unit. _____

****For Residential Projects and Tentative Parcel Map/Subdivision Map Projects please skip the next section and proceed to Page 9 to complete the Environmental Setting Questions and additional required forms.**

Commercial, Industrial and Agricultural Projects Only:

21. Employees: Indicate the total number of employees and include the number of shifts and number of employees per shift. _____
22. Days and Hours of Operation (*if seasonal, include months of operation*): _____

23. Please fill out the table below regarding your proposed project. Note: For proposed expansions please provide a copy of the existing use permit or approved site plan. Please describe additional information about the expansion on a separate sheet.

DESCRIPTION OF EXISTING USE AND NEW OR PROPOSED EXPANSION		
	EXISTING	NEW OR PROPOSED EXPANSION
Type of Use		
Number of Employees		
Type of Development		
Size of Development (sq. ft.)		
Area of Development (sq. ft./acres)		
Operating Hours & Days		
Annual Production (tons, gallons, etc.)		
Daily Trips (arrivals & departures) of : Employees Customers Deliveries Shipments		
Equipment		
Vehicles, by type		
Water usage (# of gallons per year)		
Wastewater (# of gallons per year)		

24. Are alcoholic beverages proposed to be served on site? ☐ Yes ☐ No
If Yes, please explain and state who will hold the license from the State Department of Alcohol Beverage Control. _____
25. Waste materials: Indicate types of all waste materials and the existing or proposed method for disposal.

26. Waste/Storm water: Indicate plans for reclamation for waste/stormwater (if applicable):

Required permit or waiver from Regional Water Quality Control Board? Y / N (If yes, attach report.)
If processing water is used for irrigating, specify # of acres, location (APNs) and property owner(s)

27. Access to major roads, railroads or waterways. _____
28. Drive approach(es) – Describe existing or proposed. _____

29. Signage – Describe existing and proposed signage for the proposed use. _____

30. Landscaping – Describe existing and proposed landscaping on the site. _____

31. If the proposed use is for commercial development, indicate the type (*neighborhood, general, service, urban, rural, agricultural*), proposed use, and square footage of retail and/or wholesale sales area and/or storage area.

32. If the proposed use is for institutional, indicate the type (*hospital, daycare, clinics, or similar use*), the major function, estimated occupancy and the community benefits to be derived from the project.

33. If the proposed use includes manufacturing or processing, indicate the type of product, method of storage, process for distribution or selling, and whether the operation is for retail or wholesale.

Equipment used _____ Where operated _____
Distance from nearest off-site residence _____
Current production (# gallons or tons/yr) _____ Proposed production(# gallons or tons/yr) _____
34. If the proposed use includes storage or warehousing, indicate the type of materials to be stored on site and the size and description of the storage area, including existing and proposed fencing and screening.

Are any portable toilets stored on site? Yes / No If so, how many? _____
Where are portable toilets emptied and cleaned out? _____ By whom? _____
Are any of the stored materials hazardous? Yes / No
Any explosive materials? Yes / No Volatile materials? Yes / No Poisons? Yes / No
If so, please describe storage arrangements (containment, inside structure, signage, etc.)

Does applicant have a Hazardous Materials Business Plan on file with the County Environmental Health Services Division? _____
Does applicant have current State and local permits for transporting hazardous materials? Yes / No
Describe _____
35. Type of equipment and/or machines to be utilized, including horsepower. Specify - powered by propane, gasoline, diesel or electricity (*if applicable*): _____

Fork Lifts _____
36. Type and number of vehicles to be utilized (*if applicable*):
Pickups _____ Tractors _____
2-ton trucks _____ ARB compliant? Yes / No
18-wheelers _____ ARB compliant? Yes / No
Trailers _____ Other _____

Specific Types of Projects (Applicable only to Cell Tower, Solar Projects, Confined Animal Operations and Assemblage of People applications):

37. If the proposed use is for a telecommunications/cell tower, indicate the type, height, size of lease area and the number of receivers proposed.

Distance from nearest residence _____ Distance from public road _____

NOTE: Please provide map of cell tower locations within 10 mile radius.

38. If the proposed use is for a solar facility, describe whether power will be generated -

For use on the site ☐ or back to the grid ☐

Panel type _____ Square footage or acreage _____

Ground mounted ☐ Roof-mounted ☐ Amount of power to be generated _____

39. If the proposed use is for an animal operation, specify the types of animals and their maximum number.

Note: Dairies and Other Concentrated Animal Raising Operations require special application forms.

40. If the proposed use will include facilities for an assemblage of people (in a church, auditorium, or other structure, or in an open area), inside/outside (tent, canopy or building), indicate the seating capacity, including whether it is fixed or loose seating, and the number of tables with seating.

Proposed days (weekends or weekdays?) _____ Proposed # of events/year _____

Proposed Number of Commercial Events: _____

Expected # of attendees _____ Employees (including self): _____

Distance to lot lines _____ Distance to nearest off-site residence _____

Proposed entertainment _____ Amplification type _____

Hours of events - Setup _____ Event(s) _____ Cleanup _____

of parking spaces _____ On-site parking area size _____ Surface _____

Off-site parking arrangements, if any: _____

Fencing - Type _____ Location _____

Proposed # of security guards (*Need 1 for each 100 attendees if no alcohol served or 2 for each 100 if alcohol is served*): _____

Will alcohol be served? Yes No

If yes, who holds the ABC license? _____

Restroom arrangements: Portable Toilets (Need 1:50 people) Restrooms (1:100 people)
Number Provided _____

Number of hand wash sinks _____ (*If portable toilets, need 1 hot water dispenser for every 15 food handlers*).

Food Provider or Caterer: _____

ENVIRONMENTAL SETTING

41. Describe the project site, prior to the proposed use, including all above and below ground developed improvements (*residences, outbuildings, barns, sheds, covers, shop buildings, septic tank-leach line systems, domestic/agricultural wells, fuel storage tanks, etc.*), including the size of each.

42. Please describe and indicate the slopes and general terrain of the subject site.

43. Trees: Identify the type and size of any large trees on site.

44. Water bodies/courses: Identify the type and location of any on-site or nearby water courses (*rivers, canals, ditches, streams, creeks, ponds etc.*).

45. Describe the character and land use of the surrounding properties (orchards, vineyards, row crops, pasture, open space, water courses, railroads, roads, rural residential, subdivisions, commercial, schools, churches, vacant, city or county boundary):

<u>DIRECTION</u>	<u>CHARACTER/LAND USE</u>
North	
South	
East	
West	

46. Fire Suppression:

Number of Hydrants on site _____ Hydrant(s) off site _____ Distance _____

Storage tank on site for fire suppression (requires Fire Department connection) Size _____

47. Will the project require the development of public service *facilities* (*roads, sewer lines, water lines, etc.*)? If so, describe the required development:

48. Provide any additional information that may be helpful in evaluating this request. (*Use the back of this form or attach separate sheet, if needed.*)

**SUPPLEMENTAL INFORMATION FOR
APPLICATION OF ANY DEVELOPMENT PROJECT**

HAZARDOUS WASTE AND SUBSTANCES STATEMENT:

Per California Government Code Section 65962.5(f), before the County accepts as complete an application for any development project, the applicant or owner shall consult the State's lists of hazardous waste facilities, shall submit a signed statement to the County indicating whether the project is located on a site that is included on any of the lists. The "Identified Hazardous Waste Sites" list may be viewed on the web at <http://www.envirostor.dtsc.ca.gov/public> or reviewed at the Resource Management Agency Permit Center, 5961 South Mooney Blvd., Visalia, California.

Before any application can be accepted as complete by the Tulare County Resource Management Agency, the owner of the subject property, or the owner's authorized agent, must complete this form.

STATEMENT:

I have reviewed the "Identified Hazardous Waste Sites" list (which may be viewed on the web at <http://www.envirostor.dtsc.ca.gov/public>) dated _____, 20____, and state that:

"The site(s) of the project subject to this application ____ is / ____ is not on the "Identified Hazardous Waste Sites" list."

(If the site is on any of hazardous waste facilities lists, the applicant shall inform the County of which list, the date of the list, the regulatory identification number of the site on the list and corrective measures that will be taken to remove the site from the State list.)

CERTIFICATION:

I hereby certify that the information furnished herein presents to the best of my knowledge and belief, true and correct facts, statements, and information, and that I am the owner, or the authorized agent of the owner, of the subject property.

Signed: _____

Dated: _____

OWNER'S AFFIDAVIT
(Must be signed by property owner)

STATE OF CALIFORNIA)
COUNTY OF TULARE)

SS.

I, (We,) the undersigned, say:

I (We) own property involved in this application and I (we) have completed this application and other documents and maps required hereby to the best of my (our) ability and the statements and information above referred to are, in all respects, true and correct to the best of my (our) knowledge and belief. I (We) declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20__, at _____

Property Owner:

Name: _____ Signature: _____

Address: _____ State: _____ Zip: _____

Optional – additional property owner:

Name: _____ Signature: _____

Address: _____ State: _____ Zip: _____

If there is an agent, title company, or prospective buyer who desires notification of the action taken on this application, please enter name here.

Name: _____

Relationship: _____

Address: _____

State: _____ Zip: _____

Telephone: _____

FAX No.: _____

Signed: _____ Date: _____

APPLICANT(S) REQUEST FOR NOTIFICATION OF PROPOSED LAND USE ACTION

NOTICE:

Under Section 65945(a) of the California Government Code, at the time of filing an application for a development permit, the applicant may make a written request to receive notice from the County of a proposal to adopt or amend any of the following plans or ordinances which may affect the proposed development permit:

1. A General Plan
2. A Specific Plan
3. A Zoning Ordinance
4. An Ordinance affecting building permits or grading permits

The applicant shall specify, in written request, the types of proposed actions for which notice is requested. Prior to taking any of those actions, the County is required to give notice to any applicant who has requested notice of the type of action proposed and whose development project is pending before the County if the County determines that the proposal is reasonably related to the applicant's request for the development permit. Notice shall be given only for those types of actions which the applicant specifies in the request for notification.

REQUEST:

☐ I hereby request under Section 65945(a) for the following types of actions (see above). Circle those that apply:

1 2 3 4

☐ I hereby waive notice under Section 65945(a).

I understand that any rights to notice under Section 65945(a) will lapse at the time that final action is taken on my development project.

Signed: _____
(applicant or authorized agent)

Dated: _____

Permit No.: _____

The County of Tulare
“INDEMNIFICATION AND COST RECOVERY AGREEMENT”
must accompany this application

Please download or print out the form from the
County Web Site
(located with the list of land use applications).

The Indemnification and Cost Recovery Agreement
must be filled in and signed by the applicant and must be
submitted as part of any land use application requiring
discretionary review by the County.

This Agreement must be signed by the Applicant

Please sign the Agreement in blue ink (preferred)
and submit the original, signed document with the appropriate
land use application.

WITHDRAWAL OF APPLICATION

Should you, at any time during the processing of your application, wish to withdraw your application and request a refund of fees paid, you may do so by forwarding a letter to the Resource Management Agency making that request. Please state clearly that you no longer wish to proceed with your land use project (*state the project number*), and that you are requesting a withdrawal of your project and a refund of any fees that have not been expended for the processing of your application.

Please date and sign the letter and include a mailing address where you would like any refund of fees (if applicable) to be mailed. Forward the request to the attention of the project planner.

REQUEST FOR REFUND OF FEES

Resource Management Agency
5961 S. Mooney Blvd.
Visalia, CA 93277

Project Number: _____

Please refund any unused fees associated with this application to the designated name and address below.

(please print name)

(Street Address, Suite/Apt. No.)

(City, State, Zip)

Signature

Date

ATTACHMENT C
To Administrative Regulation 49

COUNTY OF TULARE
CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Application or Solicitation Number: _____
Application or Solicitation Title: _____

Was a campaign contribution, regardless of the dollar amount, made to any member of the Tulare County Board of Supervisors or to any County Officer, within the last 12 months, by the applicant, or, if applicable, any of the applicant's proposed subcontractors or the applicant's agent or lobbyist?

Yes _____ No _____

If no, please sign and date below.

If yes, please provide the following information:

Applicant's Name: _____
Contributor(s) or Contributors Firm's Name: _____
Contributor(s) or Contributor Firm's Address: _____

Is the Contributor: (*check applicable boxes*)

<input type="checkbox"/> The Applicant	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
<input type="checkbox"/> Subcontractor	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
<input type="checkbox"/> The Applicant's agent/ or lobbyist	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Note: Under California law as implemented by the Fair Political Practices Commission, campaign contributions made by the Applicant and the Applicant's agent/lobbyist who is representing the Applicant in this application or solicitation must be aggregated together to determine the total campaign contribution made by the Applicant.

Identify the Board of Supervisors Member(s) and County Agency Officer(s) to whom you, your subcontractors, and/or agent/lobbyist made campaign contributions, within the last 12 months, the name of the contributor, the dates of contribution(s) and dollar amount of the contribution. Each date must include the exact month, day, and year of the contribution.

Name of Board of Supervisors Member or County Agency Officer: _____
Name of Contributor(s): _____
Date(s) of Contribution(s): _____
Amount(s): _____

(Please add an additional sheet(s) to identify additional Board Members or County Agency Officer to whom you, your subconsultants, and/or agent/lobbyist made campaign contributions)

By signing below, I certify that the statements made herein are true and correct. I also agree to disclose to the County any future contributions made to Board Members or County Agency Officers by the applicant, or, if applicable, any of the applicant's proposed subcontractors or the applicant's agent or lobbyist after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested license, permit, or entitlement to use.

Date

Signature of Applicant

Print Firm Name if applicable

Print Name of Applicant