



RESOURCE MANAGEMENT AGENCY

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

Aaron R. Bock
Reed Schenke
Sherman Dix

Economic Development and Planning
Public Works
Fiscal Services

REED SCHENKE, DIRECTOR

MICHAEL WASHAM, ASSOCIATE DIRECTOR

PROJECT REVIEW COMMITTEE

General Information:

Applicant _____

Mailing Address _____ City _____ State ____ Zip _____

Phone _____ Cell Phone _____ E-Mail _____

Property Owner (if different) _____

Mailing Address _____ City _____ State ____ Zip _____

Phone _____ Cell Phone _____ E-Mail _____

Agent (if applicable) _____

Mailing Address _____ City _____ State ____ Zip _____

Phone _____ Cell Phone _____ E-Mail _____

Site Address: _____ **City/Town:** _____

Physical Location of Site (cross streets & nearest community): _____

Assessor's Parcel No.: _____

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.

PROJECT REVIEW COMMITTEE APPLICATION

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

The application form must be filled out completely before the County can officially accept the application for processing. File the completed application with the Resource Management Agency Permit Center, at 5961 S. Mooney Blvd., Visalia CA 93277. Phone is (559) 624-7100.

1. Ordinance No. 352, as amended, requires a filing fee to be paid at the time of filing a land use application. This fee is to cover the cost to the County for investigations and processing the application through the preliminary review process.

PRELIMINARY PROJECT REVIEW FEE	\$601.00 (SUBJECT TO CHANGE AT ANY TIME)
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2. This application must be filled out with full and complete answers and must be signed by at least one of the property owners (Owner's Affidavit).
3. A minimum of one (1) full size site plan copy and one (1) reduced copy (8½" x 11") shall be submitted.
4. The Site Plans shall be clearly and legibly drawn and of a suitable size to allow proper review, as determined by the Planning Director. The scale of the map should be 1 inch equals 100 feet, or other scale if more appropriate. Site Plans shall include the following:
 - a. Location map
 - b. Date prepared and by whom
 - c. North point and scale
 - d. Lot dimensions and net areas
 - e. All existing and proposed development, including square footage of each
 - f. Distances (in feet) between existing & proposed development and closest property boundary
 - g. Walls, fences and barriers, including type and height
 - h. Parking and loading areas, including dimensions
 - i. Access to the site and surrounding circulation
 - j. Signs, including size and materials
 - k. Drainage plans
 - l. Landscaping
 - m. Existing and proposed utilities, sewage disposal systems and domestic water supply systems
 - n. Locations and names of water courses and areas subject to flooding or ponding of surface water
 - o. Lighting
 - p. Easements including those for access and public utilities
5. Operational Statement: Please attach a detailed Operational Statement

SUMMARY OF REQUIREMENTS FOR SUBMITTAL WITH THIS APPLICATION:

	Applicant	Staff
1. Completed Application and Filing Fee	<input type="checkbox"/>	<input type="checkbox"/>
2. Owner's Affidavit <i>(Signed by Property Owner)</i>	<input type="checkbox"/>	<input type="checkbox"/>
3. Preliminary Site Plan (1 copy) <i>(additional copies may be required)</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. Operational Statement	<input type="checkbox"/>	<input type="checkbox"/>

PLEASE FILL OUT THE FOLLOWING INFORMATION COMPLETELY

1. Proposed use of site? _____

Please attach an operational statement stating exactly and in detail what is intended to be done on, or with, the property.

2. Parcel or Lot Size(s) (in acres or sq. ft. as appropriate): _____
3. How much area of the parcel is being developed or utilized for the proposed use? _____
4. Present use of the project site? _____
5. Employees: Indicate the total number of employees and shifts per employee. _____

6. Days and Hours of Operation (if seasonal, include months of operation): _____

7. Parking: Specify the number of on-site parking spaces, including the location, size, and type of surfacing. _____

8. 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. _____

9. Describe the slopes (%) and general terrain of the subject site: _____

10. Trees: identify the type and size of any large trees on site. _____

11. Water courses: identify the type and location of any on-site or nearby water courses (rivers, canals, ditches, streams, natural drainage channels, creeks, etc.). _____

12. 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	

13. Liquid waste disposal (please check appropriate box):

- ☐ Septic Tank-Leach Lines: Size of tank _____gallons & length of lines _____ft.
☐ Seepage Pit - Size _____
☐ Community System – Name: _____
☐ Aerobic tank - Size of tank _____

14. Water supply *(please check appropriate box)*:
- ☐ Domestic Well – Size of pump _____ Gallons per minute _____
- ☐ Irrigation Well: _____
- ☐ Irrigation District – Name: _____
- ☐ Private Water Company – Name: _____
- ☐ Community System – Name: _____
15. Solid Waste Disposal: _____
16. Source of energy *(please check appropriate box)*:
- ☐ Electricity – Company name: _____
- ☐ Natural Gas – Company name: _____
- ☐ Propane: Size of tank _____ Provider _____
17. Will the project require the development of public service facilities *(roads, sewer lines, water lines, etc.)*? If so, describe the required development: _____
18. Provide any additional information that may be helpful in evaluating this request. *(Use the back of this application or attach a separate sheet.)*

(Must be signed by property owner)

SS.

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.

Property Owner:

Address: _____ State: _____ Zip: _____

Name: _____ Signature: _____

Address: _____ State: _____ Zip: _____

Name: _____

Relationship: _____

Address: _____

State: _____ Zip: _____

Telephone: _____

FAX No.: _____

Signed: _____ Date: _____