



COMMUNITY DEVELOPMENT DEPARTMENT
450 Civic Center Plaza, Richmond, CA 94804
(510) 620-6706 FAX (510) 620-6858
www.ci.richmond.ca.us/planning

**Streamlined Housing Development
Preliminary Application and Tribal Scoping Consultation
Notice of Intent to Apply for SB 35**

Government Code section 65913.4, also known as Senate Bill 35 (SB 35), requires the City to review qualifying multifamily housing development projects using a ministerial review process. Eligible projects must comply with objective planning standards, provide specified levels of affordable housing, and meet other specific requirements, as detailed below.

However, before an SB 35 application can be made, the applicant must submit a notice of intent in the form of a preliminary application that includes all of the information described in Government Code Section 65941.1. The City must then notify California Native American tribes that are traditionally and culturally affiliated with the area of the site to determine if they wish to engage in a scoping consultation. An SB 35 application cannot be made until the notice and scoping consultation is complete and either an agreement is reached or no tribe elects to participate in a scoping consultation. The City's preliminary application form is attached describing the required information.

- PRELIMINARY APPLICATION.** Prior to submitting the application, the applicant must submit a preliminary application. The City will submit this application to local Native American tribes as an invitation to engage in a scoping consultation. The City's preliminary application form is attached describing the required information.

- SCOPING CONSULTATION.** The Native American tribes contacted have 30 days to request a scoping consultation. When applicable, if after the scoping consultation between the City and the local Native American tribes the parties identify potential tribal cultural resources that could be affected by the proposed agreement, the City and local Native American tribe engaged in the consultation must enter an enforceable agreement on methods, measures, and conditions for tribal cultural resource treatment before the applicant can proceed with the SB 35 application process.

**STREAMLINED HOUSING DEVELOPMENT (SB 35)
APPLICATION FORM**

SUBMITTAL REQUIREMENTS. The following information is required for a complete application. Please review this checklist with City's Planning Department. **STATE LAW DOES NOT ALLOW THE CITY TO ACCEPT THIS APPLICATION UNTIL THE TRIBAL CONSULTATION AND SCOPING PROCESS HAS BEEN COMPLETED.**

SB 35 Standard Applications are reviewed to determine if the application qualifies as a Streamlined Housing Development within 60 days after application submittal for projects of 150 or fewer units, or within 90 days for larger projects. Applications that are not eligible for Streamlined Housing Development processing or that do not provide a complete application, including this Standard Application and listed items on the SB 35 Application Checklist, will be denied and must be re-submitted, subject to review within 60 days after re-submittal for projects of 150 or fewer units, or within 90 days for larger projects.

Eligible Streamlined Housing Development applications are ministerially reviewed within 90 days after application submittal for projects of 150 or fewer units, or within 180 days for larger projects.

APPLICATION FORM. Applicant must complete the application form below.

Project Information to be filled in by Applicant and/or Property Owner:

| | |
|---|--|
| <p>Applicant's Contact Information:</p> <p>Name: _____ <small>(*If the owner and/or applicant is an LLC, please complete Disclosure Statement on back)</small></p> <p>Address: _____</p> <p>City, State: _____ ZIP: _____</p> <p>Email: _____</p> <p>Phone: _____</p> | <p>Property Owner's Contact Information:</p> <p>Name: _____ <small>(*If the owner and/or applicant is an LLC, please complete Disclosure Statement on back)</small></p> <p>Address: _____</p> <p>City, State: _____ ZIP: _____</p> <p>Email: _____</p> <p>Phone: _____</p> |
|---|--|

| | |
|--|----------------------------------|
| Project Site / Address: | Assessor's Parcel Number: |
| General Plan and Zoning Designations: | Proposed Unit Count: |

| | |
|---|---|
| Proposed Residential Square Footage: | Proposed Non-Residential Square Footage: |
| Is the tribal consultation process complete? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Is the project seeking a density bonus or any concession, waiver, or reduction of parking standards under state Density Bonus Law? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, the attached density bonus report must be completed. | |
| Type of Multifamily Housing Development Proposed: | |
| <input type="checkbox"/> Multifamily rental; residential only with no proposed subdivision. <input type="checkbox"/> Multifamily residential with proposed subdivision (must qualify for exception to subdivision exclusion) <input type="checkbox"/> Mixed-use (at least 2/3 of square footage must be designated for residential. If a subdivision is included, must qualify for exception to subdivision exclusion.) | |
| Number of Parking Spaces Proposed: | |
| Is the site within one-half mile of public transit? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Is the site within an architecturally and historically significant historic district? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Are on-street parking permits required but not offered to the occupants of the project? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Is the site within one block of a car share vehicle station? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Does the project propose more than 10 units? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Has the applicant certified compliance with affordability requirements? Yes <input type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/> | |
| Has the applicant certified compliance with prevailing wage requirements? Yes <input type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/> | |
| Does the project propose 75 units or more? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Has the applicant certified compliance with skilled and trained workforce requirements? Yes <input type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/> | |
| Does the project involve a subdivision of land? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Is the project financed with low-income housing tax credits? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Has the applicant certified compliance with prevailing wage requirements? Yes <input type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/> | |
| Has the applicant certified compliance with skilled and trained workforce requirements? Yes <input type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/> | |

Property Owner Signature(s):

Date:

Project Description and Other Details

- PLANNING AND DEVELOPMENT REVIEW FEE.** (See Planning Division and Land Development Fees Schedules for current year).
- PROJECT DESCRIPTION AND OTHER DETAILS.** Please attach a narrative project description that summarizes the proposed project and its purpose. Please include a discussion of the project site context, including what existing uses, if any, adjoin the project site.
- CERTIFICATE OF COMPLIANCE WITH ELIGIBILITY REQUIREMENTS.** The property owner or the owner's authorized agent must submit a certificate of compliance and provide evidence that each of the eligibility standards described below has been met and certify under penalty of perjury that the threshold eligibility criteria are satisfied:
- NUMBER AND TYPE OF UNITS.** The project must be a multifamily housing development that contains at least two residential units.
- AFFORDABILITY.** If more than 10 residential units are proposed, one of the following must be true:
- at least 10 percent of the project's total units must be dedicated as affordable to households making at or below 80 percent of the area median income; or
- at least 20 percent of the project's total units must be affordable to households making below 120 percent of the area median income with the average income of the units at or below 100 percent of the area median income.¹
- COVENANT.** If more than 10 residential units are proposed, the applicant must commit to record, prior to issuance of the first building permit, a land use restriction or covenant for the required affordable units providing that the housing shall remain affordable to lower or moderate income households, as applicable, for the following minimum durations, as applicable:
- 55 years for rental units.

¹ Projects seeking to use SB 35 are also subject to the City's Inclusionary Housing Ordinance, Article 15.04.603 of the Richmond Zoning Ordinance, which may have additional requirements. Prior to submitting an application for streamlined review, applicants should confirm the current affordability requirements with the Planning Division.

45 years for homeownership units.

URBAN INFILL. The project must be located on a legal parcel or parcels. At least 75 percent of the perimeter of the site must adjoin parcels that are developed with urban uses. For purposes of SB 35, “urban uses” means any current or former residential, commercial, public institutional, transit or transportation passenger facility, or retail use, or any combination of those uses. Parcels that are only separated by a street or highway are considered adjoined.

ZONED OR PLANNED RESIDENTIAL USES. The project must be located on a site that is either zoned or has a general plan designation for residential or residential mixed-use development. If the multifamily housing development is a mixed-use development, at least two-thirds of the project's total square footage (excluding underground space) must be designated for residential use.

CONSISTENT WITH OBJECTIVE STANDARDS. Excluding a density bonus or any concessions, incentives, or waivers of development standards or reduction of parking standards granted under the Density Bonus Law (Government Code section 65915) is consistent with objective zoning, subdivision, and design review standards in effect at the time the application is submitted. Sources of objective standards include, without limitation:

Article 15 Richmond Municipal Code: Zoning and Subdivisions.

Specific Plans (check those that are applicable)

City Center Specific Plan.

Richmond Bay Specific Plan.

Tiscornia Estate Specific Plan.

Design Guidelines

Residential Design Guidelines.

Residential Fence Design Guidelines and Standards.

General Design Guidelines.

- Base Zoning Design Standards.
- Adopted Plans (check those that are applicable)
 - General Plan 2030.
 - Yellow Brick Road Iron Triangle Walkable Neighborhood Plan.
 - South Richmond Transportation Connectivity Plan.
 - Bicycle Master Plan.
 - South Richmond Transportation Connectivity Plan.
 - Urban Greening Master Plan.

LOCATION. The project must be located on a property that is **outside** each of the following areas:

A coastal zone, as defined in Division 20 (commencing with Section 30000) of the Public Resources Code.

Either prime farmland or farmland of statewide importance, as defined pursuant to United States Department of Agriculture land inventory and monitoring criteria, as modified for California, and designated on the maps prepared by the Farmland Mapping and Monitoring Program of the Department of Conservation, or land zoned or designated for agricultural protection or preservation by a local ballot measure that was approved by Richmond's voters.

Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993).

Lands identified for conservation in an adopted natural community conservation plan pursuant to the Natural Community Conservation Planning Act (Chapter 10 (commencing with Section 2800) of Division 3 of the Fish and Game Code), habitat conservation plan pursuant to the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), or other adopted natural resource protection plan.

Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

- Lands under conservation easement.
- A site that would require demolition of housing that is:
 - Subject to recorded restrictions or law that limits rent to levels affordable to moderate, low, or very-low income households.
 - Subject to rent or price control.
 - Currently occupied by tenants or that was occupied by tenants within the past 10 years.
- A site that previously contained housing occupied by tenants that was demolished within the past 10 years.
- A site that would require demolition of an historic structure that is on a local, state, or federal register.
- A site that contains housing units that are occupied by tenants, and units at the property are, or were, subsequently offered for sale to the general public by the subdivider or subsequent owner of the property.
- A parcel of land or site governed by the Mobilehome Residency Law, the Recreational Vehicle Park Occupancy Law, the Mobilehome Parks Act, or the Special Occupancy Parks Act.
- If the site is located within any of the following zones, the application must demonstrate that additional standards have been met, as described below:
 - A very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection pursuant to Section 51178, or within a high or very high fire hazard severity zone as indicated on maps adopted by the Department of Forestry and Fire Protection pursuant to Section 4202 of the Public Resources Code. This does not apply to sites excluded from the specified hazard zones by the City, pursuant to subdivision (b) of Section 51179, or sites that have adopted fire hazard mitigation measures pursuant to existing building standards or state fire mitigation measures applicable to the development.²
 - A hazardous waste site that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code, unless the State Department of Public

2. Prior to submitting an application for streamlined review, applicants should confirm with the Planning Division if the listed exclusion is applicable.

Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed-uses.

A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (commencing with Section 8875) of Division 1 of Title 2.

A special flood hazard area subject to inundation by the 1 percent annual chance flood (100-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps promulgated by FEMA. However, the proposed development may be located on the site if either of the following are met:

the site has been subject to a Letter of Map Revision prepared by the Federal Emergency Management Agency and issued to the local jurisdiction; or

the site meets FEMA requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program pursuant to Part 59 (commencing with Section 59.1) and Part 60 (commencing with Section 60.1) of Subchapter B of Chapter I of Title 44 of the Code of Federal Regulations.

A regulatory floodway as determined by maps promulgated by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations.

SUBDIVISIONS. The project does not involve an application to create separately transferable parcels under the Subdivision Map Act or any other applicable law authorizing the subdivision of land. However, a subdivision is permitted if an application for a tentative map or parcel map has been submitted, all objective subdivision standards in the local subdivision ordinance are met, and either of the following apply:

The project is financed with low-income housing tax credits (LIHTC) and satisfies the prevailing wage requirements identified under the Prevailing Wage section of this Eligibility Checklist.

The project satisfies the prevailing wage and skilled and trained workforce requirements identified under the under the Prevailing Wage and the Skilled and Workforce section of this Eligibility Checklist.

PREVAILING WAGE. If the project includes 10 or more units, the project proponent must certify that at least one of the following is true:

The entirety of the project is a public work as defined in Government Code section 65913.4(8)(A)(i); or

The project is not in its entirety a public work and all construction workers employed in the execution of the development will be paid at least the general prevailing rate of per diem wages for the type of work and geographic area, as determined by the Director of Industrial Relations pursuant to Sections 1773 and 1773.9 of the Labor Code. However, for those portions of the development that are not a public work then the following shall apply:

Applicant shall ensure that the prevailing wage requirement is included in all contracts for the performance of the work.

Contractors and subcontractors shall pay to all construction workers employed in the execution of the work at least the general prevailing rate of per diem wages

Contractors and subcontractors shall maintain and verify payroll records pursuant to Section 1776 of the Labor Code and make those records available for inspection and copying. Contractors and subcontractors shall not be required to pay the general prevailing wage of per diem wages or maintain and verify payroll records and make them available for inspection and copying if all contractors and subcontractors performing work on the development are subject to a project labor agreement that requires the payment of prevailing wages to all construction workers employed in the execution of the development and provides for enforcement of that obligation through an arbitration procedure.

Employer payments shall not reduce the obligation to pay the hourly straight time or overtime wages found to be prevailing unless otherwise provided in a bona fide collective bargaining agreement covering the worker. The requirement to pay at least the general prevailing rate of per diem wages does not preclude use of an alternative workweek schedule adopted pursuant to Section 511 or 514 of the Labor Code.

SKILLED AND TRAINED WORKFORCE. If the project is a public work for purposes of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code and consists of 75 or more units that are not 100 percent subsidized affordable housing, the project proponent must certify that it will use a skilled and trained workforce, as defined in Government Code section

65913.4(8)(B)(ii).³ If the project does use a skilled and trained workforce, then the project shall comply with Government Code section 65913.4(8)(B)(iii).

- DEMONSTRATION OF CONSISTENCY WITH OBJECTIVE STANDARDS.**
Identify all objective standards applicable to the project and describe how the proposed project is consistent with all objective zoning, subdivision, and design review standards applicable to the project site, including standards contained in specific plans and all plans applicable to the site. This includes, but is not limited to, demonstrating compliance with all objective use requirements, floor area standards, density, setbacks, height standards, lot coverage ratios, landscaping standards, creek setbacks, tree preservation and protection standards, water efficient landscaping requirements, stormwater requirements, design review standards, subdivision requirements, common open space, private useable open space, and public open space requirements, and objective general and specific plan policies and standards.

- TITLE REPORT** - Provide a preliminary or final title report prepared by a title company within the last three months.

- PROJECT DESCRIPTION AND PHASING PLAN**

- SUBMITTAL PLANS REQUIRED FOR INITIAL REVIEW**
 - 1 full-sized set of plans at 24" by 36"
 - 1 reduced-sized set of plans at 11" by 17"

- ONE-PERCENT FOR PUBLIC ART ON PRIVATE PROJECTS PROGRAM**
 - Applies to all zoning districts
 - Applies to new multi-family residential projects of ten (10) or more Dwelling Units
 - Applies to all construction of building additions and/or renovations exceeding \$500,000 in building development costs
 - Private Developers subject to RMC Chapter 12.62 shall either:
 - (a) Include on-site publicly accessible art valued at least one percent (1%) of the total building development cost, or
 - (b) Pay an in-lieu fee contribution to the City.

- TITLE SHEET** - Include:
 - Title block with the project name, address, assessor's parcel number and contact information
 - Vicinity map with north arrow, project location and major cross streets

³ Beginning January 1, 2022, the skilled and trained workforce requirement is reduced to apply to projects of 50 units or more that are not 100 percent subsidized affordable housing.

Data table with the general plan and zoning designations, lot sizes, lot widths, project density, total building area and floor-to-area-ratios, number of building stories and heights, percent lot coverage, percent landscaped area, percent common and private open space, total impervious surface area (new and/or replaced), and parking by type.

SITE PLAN (1'-0" = 1/8" min. scale) - Show:

- Property lines with dimensions
- Footprints and dimensions for all existing, proposed structures, and structures to be removed
- Location and dimensions of parking spaces, back-up, loading areas, and circulation patterns
- Location of all natural features such as creeks, ponds, drainage swales, wetlands, etc., extending 50 feet beyond the property line
- Location, dimension and purpose of all existing public or private easements
- Topographic contours for lots exceeding 15% slope. Contours must extend 50 feet beyond the property boundaries at intervals of 5 feet for slopes over 5% and show outline of structures on adjacent lots.
- Existing and proposed frontage improvements (i.e. paving, curb, gutter, sidewalk, planter strip, street trees and storm drainage)

CONTEXTUAL MAP (1'-0" = 1/8" min. scale) - Provide a map showing the relationship of the project to structures within 300 feet of the subject site. Show:

- Footprints, pad elevations, heights, and setbacks of all structures
- Land uses, general plan and zoning designations on all lots
- Property lines and dimensions of the subject site and adjacent properties
- Addresses and assessor's parcel numbers of all lots shown

LANDSCAPE PLANS (1'-0" = 1/8" min. scale) - Show:

- Applicable site plan information
- Plant arrangement
- Table with plant names (common and botanical), quantities and sizes
- Method of irrigation
- Location and design of all hardscapes
- Location and details of all site furnishings
- Location of trash enclosures and storage areas
- Location, height, and partial architectural elevations of all fences
- Location of utility fixtures, meters and boxes
- Location of all site light standards

SITE CROSS-SECTIONS (1'-0" = 1/8" min. scale) - Provide cross-sections of the subject site drawn at an appropriate scale using a 1:1 horizontal-vertical axis ratio. A minimum of two site cross-sections are required. Site cross-sections must be through critical portions of the site. Site cross-

sections must include existing topography, final grades, location and height of existing and proposed structures, fences, walls, roadways, parking areas, landscaping, trees, and property lines. Section locations shall be identified on the proposed site plan.

- BUILDING ELEVATIONS (1'-0" = 1/8" min. scale)** - Provide building elevations drawn at an appropriate scale for each building design. Each building elevation must be fully dimensioned and:
 - Show all four sides of the building (including existing portions)
 - Show details of all architectural ornamentation (eaves, brackets, soffits, corbels, etc.)
 - Show details of how dissimilar materials connect (siding to windows, siding to roofs and parapets, eaves, railings, corners, connections to existing structures)
 - Show details of attachments to buildings (such as railings and awnings)
 - Show details and location of vents, gutters, downspouts, scuppers, chimneys, etc.
 - Identify all exterior materials (siding, trim, roof, etc.) with a reference to the Material Samples Board.
 - Identify all exterior colors with a reference to the Color Samples Board
 - Identify the location of all wall mounted exterior lighting with a reference to the Exterior Lighting Board.
 - Show finished floor elevations for lots exceeding 15% slope
 - Identify all building cross-section locations

- BUILDING CROSS-SECTIONS (1'-0" = 1/8" min. scale)** - Provide building cross-sections drawn at an appropriate scale for each building design. A minimum of two building cross-sections for each primary building design and one cross-section for each accessory building design are required. Building cross-sections must show all roofing materials, roof mounted equipment and proposed method of screening.

- FLOOR PLANS (1'-0" = 1/8" min. scale)** - Provide floor plans drawn at an appropriate scale for each building design. Label all rooms, dimensions, and floor area calculations. Show all window and door schedule details including, but not limited to, type, size, model, manufacturer, and mullion color. Also show locations of all additional fenestration.

- ROOF PLANS (1'-0" = 1/8" min. scale)** - Provide a roof plan drawn at an appropriate scale for each building design. Include property lines, building footprints, roof pitches, ridgelines, valleys, flat roof areas, roof pitch, and rooftop mechanical equipment, and method of screening.

- LIGHTING AND PHOTOMETRIC PLAN (1'-0" = 1/8" min. scale)** - Provide a lighting and photometric plan showing the location and type of all outdoor lighting including but not limited to exterior building lighting (both fixed and

freestanding), any and all lights for circulation, security, landscaping, and building accent.

- PRELIMINARY UTILITY PLAN (1'-0" = 1/8" min. scale)** - Show the location and dimensions of existing and proposed utilities including water supply system, sanitary sewers and laterals, drainage facilities/storm drainage system, septic tanks, underground and overhead electrical lines, above ground utility vaults and meters, transformers, underground drainage lines, backflow prevention and reduced pressure devices, electroliers, lighting fixtures, street lights, traffic signal poles, traffic signal pull boxes, signal cabinets, etc.

- TREE SURVEY (1'-0" = 1/8" min. scale)** - Provide a tree survey prepared by an ISA Certified Arborist drawn at an appropriate scale. Show all existing trees on the site and adjacent to the site with a trunk diameter of 4" or greater (measured at 4.5' above grade). For each tree, specify the species, size (circumference or diameter), and base elevation and clearly indicate if it is to be preserved or to be removed.

- SIGN PLANS (1'-0" = 1/8" min. scale)** - Provide sign plans drawn at an appropriate scale. Include dimensions, total sign area, colors, materials, sign copy, font styles, sign returns, sign type, illumination method, method of installation, and any other details for all signs. Show dimensioned location and mounting details of signs on building elevations and include a site plan referencing all sign locations. Provide a colored rendering of all signs.

- MATERIAL SAMPLES BOARD** - Provide a material samples board with samples of materials representative of actual exterior materials to be used such as siding, trim, detailing and roof materials. Identify the manufacturer, product, identification numbers and other pertinent information on the material samples board. Material samples boards should be no larger than 11" by 17."

- COLOR SAMPLES BOARD** - Provide a color samples board with samples of the color palette representative of the actual colors to be used. Identify the manufacturer, product, identification numbers and other pertinent information on the color samples board. Color samples board should be no larger than 11" by 17."

- EXTERIOR LIGHTING BOARD** - Provide listings and catalog pictures for each type of light fixture to be used. Identify the manufacturer, product, identification numbers and other pertinent information on the exterior lighting board. Exterior lighting board should be no larger than 11" by 17."

- AFFORDABLE HOUSING PLAN** - All applications for ten or more residential units must be accompanied by an affordable housing plan consistent with Zoning Ordinance Section 15.04.603.100 describing how the project will satisfy the City's inclusionary housing requirements (see Article 15.04.603 of the Richmond Zoning Ordinance).

- DENSITY BONUS REPORT.** Any project requesting a density bonus, incentives, concessions, waivers, or parking reductions must complete the density bonus report attached to this form.

- SOILS AND GEOLOGICAL REPORT** - Provide a soils and geological report prepared by a registered civil engineer specializing and recognized in soil mechanics and foundation engineering and based upon adequate test borings. The report must contain adequate data as well as the following:
 - Description of subsurface conditions substantiated by adequate test borings
 - Analysis of areas immediately adjacent to the proposed subdivision that might have an adverse effect upon it or, conversely, might be affected by the subdivision soil conditions
 - General indication of both surface and subsurface drainage facilities necessary to secure stability of native soil or compacted fill
 - Statement as to the location of areas within the subdivision boundaries which the subdivider can feasibly and safely develop or intends to develop for building sites
 - Statement of guidelines to be used to adequately and properly develop and maintain the area under consideration, such as the desirable heights of cuts and fills, desirable steepness of slopes, necessary corrective measures, etc.

- STORMWATER CONTROL PLAN AND REPORT** - Projects creating 10,000 square feet or more of impervious surface are required to submit a Stormwater Control Plan prepared according to the latest edition of the Contra Costa Clean Water Program's Stormwater C.3 Guidebook available at www.cccleanwater.org. The Stormwater Control Plan and report must contain all the information and data discussed in Chapter 3 of the guidebook.

- PRELIMINARY GRADING AND DRAINAGE PLAN** - Provide a preliminary grading and drainage plan prepared by a licensed civil engineer and drawn at an appropriate scale. Include the following:
 - Topographic contours for lots exceeding 15% slope. Contours must extend 50 feet beyond the property boundaries at intervals of 5 feet for slopes over 5% and show outline of structures on adjacent lots
 - Average slope and percentage of slope for all finished slopes, driveways, roadways, and trails or pathways

- Calculation of amount of earth in cubic yards to be moved, imported or exported from the site, if total is greater than 50 cubic yards
- Direction of drainage, location of catch basins and off-site connections with details of swales and drainage structure

- TENTATIVE OR PARCEL MAP OR OTHER SUBDIVISION APPROVALS** - Projects proposing a subdivision must submit an application for a tentative or parcel map containing the information required on the City's standard project application forms. Other requested approvals under the Map Act (such as lot line adjustments or certificates of compliance) must also include submission of applications for those approvals.

* Disclosure Statement for Limited Liability Companies (LLC). See Attached.

Disclosure Statement for Limited Liability Companies

Whenever the owner of a property or the applicant for a City permit or license is a limited liability company (“LLC”), the LLC shall provide the City with the names and business addresses of any and all shareholders, directors, officers, members, managers, other authorized persons, partners, and “Beneficial Owners” of the applying LLC. A Beneficial Owner is any person or entity who: (1) exercises substantial control over the applying LLC; (2) owns 25% or more of the interest in the applying LLC; or (3) receives substantial economic benefits from the assets of the applying LLC. If any LLC shareholder, director, officer, member, manager, other authorized person, partner, or Beneficial Owner is itself an LLC or other business entity, the names and business addresses must also be provided for any and all shareholders, directors, officers, members, managers, other authorized persons, partners, and Beneficial Owners of that LLC or other business entity all the way up through each entity in the organizational chart until ultimate ownership by individual people is disclosed.

Name: _____

Title: _____

Address: _____

Name: _____

Title: _____

Address: _____

Name: _____

Title: _____

Address: _____

Check this box if additional ownership information is attached to this Disclosure Statement.

In signing this Disclosure Statement, I represent that the information submitted in this Disclosure Statement, and any attachments, is true and correct.

Signature: _____

Printed Name: _____

Title: _____

Date: _____