



APPLICATION REQUIREMENTS FOR A SPECIFIC PLAN

Specific Plan Review or Specific Plan Amendment: Planning Commission and City Council consideration of a Specific Plan that will set design guidelines and development standards for a specific area of the City.

Fee: Deposit and Fee Agreement with charges at the fully allocated hourly rates for all personnel involved and any outside costs.

APPLICATION REQUIREMENTS FOR A SPECIFIC PLAN TEXT AND MAP:

- ❑ Planning Application Cover Page
- ❑ Submit five (5) copies of a text and map. The map should be folded as an insert in the back of the text. The following is the format for a Specific Plan. (Refer to Section 65451 of the Government Code):
 - ❑ INTRODUCTORY PLAN INFORMATION
 - ❑ Title page: the name of the Specific Plan, name of the project applicant; name of preparer and date prepared; table of contents; list of tables and list of diagrams and maps.
 - ❑ INTRODUCTION
 - ❑ Detailed project description
 - ❑ Purpose of the Specific Plan and government authority
 - ❑ Project location; including adjacent jurisdictions
 - ❑ Description of existing land uses, General Plan designation and zoning
 - ❑ Development and conservation issues addressed in the plan
 - ❑ Planning area information and environmental description
 - ❑ Discussion of concurrent processing if proposed
 - ❑ Typical Graphics include:
 - ❑ Vicinity map/regional setting
 - ❑ Site location including adjacent jurisdictions
 - ❑ Existing General Plan designations, project site and surrounding area
 - ❑ Existing Zoning, project site and surrounding area
 - ❑ DESIGN INFLUENCES
 - ❑ Specific Plan goals and objectives
 - ❑ A written discussion of the location, regional setting and existing surrounding land uses with supporting diagrams and aerial photo(s)
 - ❑ Opportunities and constraints
 - ❑ Site characteristics and significant environmental resources
 - ❑ Encumbrances, i.e., easements, roads and trails
 - ❑ Typical Graphics include:

- ❑ Aerial photo(s) showing existing surrounding land uses
 - ❑ Opportunities and constraints
 - ❑ Slope analysis
 - ❑ Encumbrances
- ❑ LAND USE PLAN
 - ❑ Development plan that includes a statement of development policies (opportunities, issues and analysis of data) pertaining to the planned type, intensity and location of land uses consisting of written text and appropriate diagrams and graphics.
 - ❑ Objectives
 - ❑ Policies
 - ❑ Programs
 - ❑ A diagram and written description of the planned land uses
 - ❑ Characteristics of each land use designation, i.e., single-family residential neighborhood commercial, open space, etc.
 - ❑ A Specific Plan map/land use plan
 - ❑ Open space and private and community recreation elements
 - ❑ Landscape concepts, including streetscapes, manufactured slopes and community recreation areas
 - ❑ Circulation
 - ❑ Regional and local road access
 - ❑ On-site circulation
 - ❑ Existing and proposed non-vehicular circulation system, i.e., trails and bikeways
 - ❑ Public and private street standards, including cross-sections
 - ❑ Public transportation
 - ❑ Typical graphics include:
 - ❑ A land use summary table
 - ❑ A specific plan map showing proposed land uses
 - ❑ Proposed and existing open space
 - ❑ Conceptual landscape plan
 - ❑ Circulation plan, including trails and bikeways
 - ❑ Typical roadway and trail sections – on and off-site
- ❑ PUBLIC FACILITIES/INFRASTRUCTURE
 - ❑ Water and sewer service including existing conditions and proposed improvements
 - ❑ Fire protection, including existing facilities, emergency response times and proposed improvements
 - ❑ Schools, existing conditions, impact from the proposed project and proposed improvements
 - ❑ Typical graphics include:
 - ❑ Existing and proposed water facilities/lines, including size of pipes
 - ❑ Existing and proposed sewer facilities/lines, including size of pipes
 - ❑ Existing and proposed fire protection facilities
- ❑ IMPLEMENTATION
 - ❑ Regulations and ordinances that will implement the specific plan, i.e., Rezone, Tentative Map, Major Use Permit, etc.
 - ❑ Design Guidelines, if proposed, and implementation strategy
 - ❑ Project phasing, if proposed
 - ❑ Maintenance responsibilities for open space, parks, trails, private streets, landscaping, etc.
 - ❑ Typical graphics include:
 - ❑ Phasing plan
- ❑ PUBLIC FACILITIES FINANCING PLAN

- ❑ Required improvements, including roads, water, sewer, fire, schools, open space and recreation facilities, etc.
- ❑ Financing options, i.e., general fund, county service areas, Mello-Roos Community Facilities Act, assessment districts, development fees, homeowners' associations, etc.
- ❑ Recommended financing mechanisms
- ❑ CONSISTENCY WITH THE GENERAL PLAN AND APPLICABLE COMMUNITY OR SUBREGIONAL PLAN
 - ❑ Conformance to the pertinent goals objectives, and policies of all of the elements of the General Plan and the applicable Community or Subregional Plan. The General Plan goal/objective/policy must be stated as written in the General Plan text and then followed by a discussion of how the proposal is consistent with or furthers achievement of the goal/objective/policy. It is acceptable to group goals/objectives/policies if they are closely related. However, the discussion must clearly indicate how the project is consistent with each of the goals/policies/objectives.
- ❑ APPENDICES
 - ❑ A Specific Plan at 200' scale placed in a map pocket
 - ❑ Public Facility Availability Forms and conditions of letters from serving districts

Note: All checked items must be included in the application in order for it to be deemed complete. Failure to include the requested items may result in a delay of the application process