



## Master Uniform Application

### I. Type of Application

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Annexation                 | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> General Plan Amendment  | <input type="checkbox"/> Precise Development Plan |
| <input type="checkbox"/> Site Plan Review (Non SFR) | <input type="checkbox"/> Specific Plan          | <input type="checkbox"/> Williamson Act Contract | <input type="checkbox"/> Zone Variance            |
| <input type="checkbox"/> Zone Change                | <input type="checkbox"/> Zone Text Amendment    | <input type="checkbox"/> Parcel Map Waiver       | <input type="checkbox"/> Lot Line Adjustment      |
| <input type="checkbox"/> Parcel Map                 | <input type="checkbox"/> Tract Map              | <input type="checkbox"/> Reversion to Acreage    | <input type="checkbox"/> Other: _____             |

### II. Submittal Requirements

All items identified below must be included in the application packet. If any items are missing, the application will not be accepted.  
**ACCEPTANCE OF AN APPLICATION DOES NOT GUARANTEE PROJECT APPROVAL.**

- Completed Master Uniform Application
- Detailed Project Description
- One (1) Preliminary Title Report, not less than two months old, for all subject properties
- Payment of Filing Fees (contact the Community Development Department for fees due)
- Signed Billing Authorization Form (if applicable, required for all deposit based fees)
- Submittal Checklist corresponding with application type identified above

**CONSENT OF APPLICANT AND PROPERTY OWNER:** The consent of the applicant and property owner, if not the applicant, is required for filing an application for a land use development permit within the City of Wasco. The signatures of the applicant and property owner(s) below constitute consent for filing of this application.

**INCOMPLETE APPLICATIONS:** The completeness of this application, which includes accompanying plans, shall be subject to the review of the Community Development Department. Applications for any of the above listed actions, and other actions as deemed necessary by the Community Development Department, shall be considered incomplete pending a completeness review.

### III. General Information

#### Project Information

Name of Project (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

APN(s): \_\_\_\_\_ Site Area: \_\_\_\_\_

Zone District: \_\_\_\_\_ Planned Land Use Designation: \_\_\_\_\_

Existing Use of Property: \_\_\_\_\_

\_\_\_\_\_

#### Applicant Information

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address (optional): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number (optional): \_\_\_\_\_

Signature: \_\_\_\_\_

#### Property Owner Information

Name of Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address (optional): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number (optional): \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

### For Staff Use Only:

Application No.:	Related Files:
Date Received:	Received By:
Fee Amount:	Receipt No.:



## Site Plan Review (Non Single Family Residential) Submittal Checklist

All items identified below must be included in the application packet. If any items are missing, the application will not be accepted. **ACCEPTANCE OF AN APPLICATION DOES NOT GUARANTEE PROJECT APPROVAL.**

Item	Yes	No
Completed Master Uniform Application	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Assessment Form (unless exempted by Planning Staff)	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan (refer to Required Information for Exhibits) <ul style="list-style-type: none"> <li>- Ten (10) full size copies – maximum 24" x 36"</li> <li>- One (1) 11" x 17" copy</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Elevations (refer to Required Information for Exhibits) <ul style="list-style-type: none"> <li>- Ten (10) full size copies – maximum 24" x 36"</li> <li>- One (1) 11" x 17" copy</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Preliminary Landscape Plan (refer to Required Information for Exhibits) <ul style="list-style-type: none"> <li>- Two (2) full size copies – maximum 24" x 36"</li> <li>- One (1) 11" x 17" copy</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Three (3) copies of a written statement describing the important characteristics of proposed use, including the following information: <ul style="list-style-type: none"> <li>- Proposed product or services offered.</li> <li>- Description of operation including the nature of the proposed use of development, hours of operation, number of employees in total and at this location at any one time, number of clients/customers at any one time, other pertinent information.</li> <li>- Outdoor activities including work, storage, display and services.</li> <li>- Construction and/or site plan change.</li> <li>- Materials being stored on-site.</li> <li>- Delivery methods.</li> <li>- Odors, noise, dust or glare produced.</li> <li>- Hazardous or volatile materials or chemicals involved.</li> <li>- Type of vehicle traffic involved including means of access, available parking, drop-off/pick-up, truck deliveries, refuse pick-up, etc.</li> <li>- Description of lease controls or other private provisions affecting the proposed use.</li> <li>- Brief description of prior use of property.</li> <li>- Additional written information, as deemed necessary by the Community Development Director.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_

Submitted To: \_\_\_\_\_ Date: \_\_\_\_\_



## Required Information for Exhibits Site Plans, Elevations, Landscape Plans

All information identified below must be included on the relative exhibit. If items are missing, the application will be considered incomplete. **ADDITIONAL INFORMATION MAY BE REQUIRED, AS DETERMINED BY THE COMMUNITY DEVELOPMENT DEPARTMENT, TO FACILITATE COMPLETE REVIEW OF THE PROPOSAL REQUEST.**

### Site Plan (Scale shall be at minimum 1" = 60')

- Vicinity map depicting the subject parcel(s) in relationship to surrounding properties and streets within 300 feet, including existing zoning and uses.
- North arrow.
- All property lines and easements.
- All structures to be removed.
- Setbacks of all buildings relative to property lines and on-site structures.
- Location, ground floor areas, dimensions, and uses of all existing and proposed buildings and structures including decking and similar projections.
- Other specified uses of the property.
- Width, location, and names of all surrounding streets, and alleys including location of centerlines.
- Existing and proposed street and off-site improvements, including sidewalks, driveways and curb cuts.
- Location, configuration and size of all parking areas and spaces including striping, curbing, and wheel stops.
- Parking calculations relating to the required and proposed number of spaces.
- Location of all internal driveways, walkways, outside stairs and landings.
- Location of loading and storage areas, mechanical and utility equipment structures and poles, meters, and transformers.
- Existing and proposed utility connections.
- Proposed dedications and improvements in accordance with applicable improvement standards for the area.
- Location, height, and materials of walls and fences.
- Topography, preliminary grading and drainage, and on-site detention area.
- Location, configuration and type of all natural and water features.
- Existing and proposed signs, including location, size and height.

### Elevations (Scale shall be at minimum 1/4" = 1'0")

- Floors plans.
- Building elevations showing height from finished floor and width of all exterior walls labeled by orientation.
- All rooftop equipment, including enclosures or screening (a roof plan may be required).
- Type and treatment of elevations, including trim.
- Location and treatment of stairs, landings, railings, chimneys, decks, and similar projections.
- Enclosure design for trash area, mechanical and utility equipment, meters, transformers, and roof equipment.
- One materials sample board mounted with samples of proposed exterior materials showing type, texture, and color.

### Landscape Plans (Scale shall be at minimum 1" = 60')

- All proposed landscape areas.
- Location, type, and dripline of all existing trees noting which are to be trimmed or removed.
- Location, type (both botanical and common name) and size at planting of all plant materials, area and type of top dressing, and mounding.
- Location and type of landscape curbing, planting area separators, raised planters, fencing, walls and screening.
- Location and design of all lighting and street furniture (benches, waste receptacles, etc.) proposed.
- Open space calculations relating to the required and proposed open space.