



# City of Lindsay

## Planning Application

OFFICE USE ONLY			
Date Received			
Date Accepted			
Received by			
Project #			
Fee		Receipt #	

Planning, 150 N. Mirage Avenue, Lindsay, CA 93247 PH: (559) 562-7102 ext 4 F:(559) 562-5748 Email: [amejia@lindsay.ca.us](mailto:amejia@lindsay.ca.us)

*Please type or print clearly in ink. Incomplete applications will be returned.*

### Applicant

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

### Applicant #2

*(If more than one applicant)*

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

### Property Owner

*(If different from applicant)*

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

### Agent

*(architect or engineer)*

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

### Application Type

*(Please check what you are applying for)*

- |   |              |  |                |
|---|--------------|--|----------------|
| <input type="checkbox"/> Annexation Processing    | \$ 6,192.00* | <input type="checkbox"/> Tentative Parcel Map      | \$ 5,239.00*   |
| <input type="checkbox"/> Conditional Use Permit   | \$ 2,425.00  | <input type="checkbox"/> Tentative Subdivision Map | \$ 8,148.00*   |
| <input type="checkbox"/> General Plan Amendment   | \$ 5,331.00  | <input type="checkbox"/> Special Event Permit      | see note below |
| <input type="checkbox"/> Planned Unit Development | \$ 3,001.00  | <input type="checkbox"/> Variance Review           | \$ 2,425.00    |
| <input type="checkbox"/> Site Plan Review         | \$ 2,906.00  | <input type="checkbox"/> Zone Change               | \$ 5,331.00    |
| <input type="checkbox"/> Lot Line Adjustment      | \$ 2,835.00* |  |                |

*\*Deposit Only*

*SEP: Special events are classified into different categories with set costs and regulations; please use the Special Event Permit application.*

### Project Information

Project Address: \_\_\_\_\_  
Zoning Designation of Site: \_\_\_\_\_  
Assessor Parcel Number(s): \_\_\_\_\_  
Existing Use of Project Site: \_\_\_\_\_  
Description of Proposal: \_\_\_\_\_  
Reason for Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Use *(Check the use that applies and provide all requested information) :*

☐ **Residential:** *(check type)* ☐ Single Family ☐ Multi-Family

Number of Units: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height *(feet from grade to highest point)* : \_\_\_\_\_  
Square Footage of Units: \_\_\_\_\_  
Number of Bedrooms per Unit: \_\_\_\_\_

☐ **Commercial:** *(check type)* ☐ Retail ☐ Office ☐ Other *(specify)* \_\_\_\_\_

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height *(feet from grade to highest point)* : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_

☐ **Industrial:**

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height *(feet from grade to highest point)* : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_

☐ **Institutional:**

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height *(feet from grade to highest point)* : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_

☐ **Other:**

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height *(feet from grade to highest point)* : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_

**Environmental Information**

*(Are the following potential effects of your project? Provide a written response explaining each item.)*

**Grading:** What (if any) type of grading will be done? Include estimates of material to be moved on or off the site. Where will any excess material be disposed of?

**Air Pollution:** Will the project generate substantial air emissions or cause deterioration of air quality? Will there be any types of equipment (i.e. generators, paint spray boots, etc.) that will generate air emissions? How much vehicle traffic will be generated by the project?

**Water & Drainage:** Will the project result in changes in soil absorption rates, drainage patterns or the rate and amount of surface runoff? How will runoff be handled?

**Water Supply:** Will the project result in a substantial reduction in the amount of water otherwise available for public water supplies? Include an estimate of daily water use.

**Water, Sewer, & Storm Drainage:** Can the proposed project be adequately served by the existing water, sewer, and storm drainage facilities. Do water, sewer, and storm drain lines exist along the project frontage?

**Flooding:** Is the project being proposed within a flood zone? What measures will be taken to avoid damage in the event of a flood?

**Agriculture & Vegetation:** Will the proposed project require the removal of any agricultural land or crops? How many acres? Will the project reduce the numbers of any unique, rare, or endangered species of plants?

**Animals:** Will the proposed project reduce the numbers of any unique, rare or endangered species of animals?

**Noise:** Will the proposed project result in significant increases in noise levels or expose people to severe noise levels? If so, what measures will be taken to reduce noise levels?

**Land Use Plans:** Will the proposal result in a substantial alteration of the present or planned land use of the project area? Does the project require a rezoning or General Plan Amendment?

**Hazardous Materials:** Does any part of the project create a risk of explosion or the release of hazardous substances? Include information on the use of hazardous substances in the operation of the proposed project.

**Housing:** Will the proposed project result in a significant increased demand for additional housing within Lindsay?

**Traffic & Circulation:** Will the project generate significant volumes of additional traffic? Will the project require alterations to streets or highways or require the construction of new streets?

**Public Services:** Will the project impact the city's police, fire or other government services, including the school district?

**Solid Waste:** Will the project generate significant volumes of solid waste? How will solid waste be disposed of at the site?

**Aesthetics:** Will the project result in the obstruction of any scenic vista or view open to the public, or will the project result in the creation of an aesthetically offensive site open to public view? How will unsightly views be screened?

**Historic & Archaeological Resources:** Will the project result in the destruction of any prehistoric or historic archaeological sites? Will the project result in physical changes to historic buildings or other structures or sites? Will the project cause physical changes that would affect unique ethnic cultural values or restrict religious or sacred uses within the project site?

I (we), being duly sworn, declare and say that I am (we are) the owner (lessee or agent) of property involved in this application and the I (we) have completed this application and all other documents and maps required to the best of my (our) ability and that the statements and information above referred to are, in all respects, true and correct except as to the matters stated to be on my (our) information and belief.

\_\_\_\_\_  
Owner/Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent

\_\_\_\_\_  
Date



**Supplemental Information***(To be attached to this application)*

**Site Plan:** *(Required for Annexations, Conditional Use Permits, Planned Unit Developments, Site Plan Reviews, Temporary Use Permits, and Variances)*

Five (5) prints of a site plan must accompany this application for the above requested actions.

A site plan is a drawing showing the layout of your project and must show the following information:

- A. **Site Location and Dimensions.** The exterior boundaries of the parcel with dimensions of each parcel line.
- B. **Buildings and Structures.**
  - 1: Location and size of existing buildings (dashed or gray lines).
  - 2: Location, size, size, and height of proposed buildings (dark or heavy lines).
- C. **Yards** and spaces between buildings.
- D. **Walls and Fences.** Show location, height and materials.
- E. **Off-Street Parking and Off-Street Loading.** Show location, number of spaces, dimensions of parking and loading areas, and the internal circulation pattern.
- F. **Signs.** Include location, size, height and type of illumination.
- G. **Lighting.** Include location and general nature - indicate any hooding devices.
- H. **Street Dedications** and improvements (if any). Include existing street improvements that are adjacent to the project.
- I. **Landscaping.** Include location, plant / tree types, and irrigation equipment.

**Legal Description:** *(Required for Annexations, General Plan Amendments, Zone Changes, Subdivision Maps, Parcel Maps, and Lot Line Adjustments)*

The legal description must be signed and stamped by a licensed land surveyor or registered civil engineer.

**Tentative Map:**      *(Required for Tentative Parcel Maps and Tentative Subdivision Maps)*

Twenty (20) prints of a tentative map, and one duplicate tracing and other such copies and data must accompany this application for the above requested. The map must show the following information:

1. Scale. The scale of a tentative map must not be less than 1" = 100', and such map must be clearly and legibly reproduced.
2. Vicinity Sketch. A vicinity sketch at a scale of 1" = 1000' must be drawn on the tentative map. It must show the street and tract lines and names or numbers of all existing subdivisions, and the outline of acreage parcels of land, adjacent to the proposed tract.

The following information must be shown on the tentative map or in an accompanying data statement:

3. Tract Name. A tract name and unit number (if possible) must be provided for any subdivision containing five (5) or more lots. Such tract names must not duplicate or nearly duplicate the name of any other tract in the City.
4. Owner Info. The name and address of the record owner or owners must be included with the map.
5. Sub Divider Info. The name and address of the sub divider; if different from the record owner there must be a statement indicating the record owner's permission to file the map, must be included with the map.
6. Graphics. The date, north point arrow, and a written and graphic scale must be included with the map.
7. Boundary Description. A sufficient description to define the location and boundaries of the proposed subdivision must be included with the map.
8. Streets. The locations, names and existing widths and grades of adjacent streets must be included with the map.
9. Adjacent Land. The names or numbers of adjacent tracts and the names of owners of adjacent unplatted land must be included with the map.
10. Contour Lines. The contours at one (1) foot intervals for predominant ground slopes within the tract between level and five (5) percent, and five (5) foot contours for predominant ground slopes within the tract over five (5) percent must be included with the map. Such contours must be based on the City of Lindsay datum. The closest city bench mark must be used and its elevation called out on the map. Bench mark information must be obtained from the City Engineer.
11. Grading Plan. A grading plan, showing by appropriate graphic means, the proposed grading of the subdivision.

12. Tree Location. The approximate location of all isolate trees with a trunk diameter of four (4) inches or greater, within the boundaries of the tract, and the outlines of groves or orchards must be included with the map.
13. Overflow Boundaries. The approximate boundaries of areas subject to inundation or storm water overflow, including location width and direction of flow of all watercourses must be included with the map.
14. Uses. The existing use or uses of the property and, to scale, the outline of any existing buildings and their locations in relation to existing or proposed street and lot lines must be included with the map.
15. Zoning. A statement of the present zoning and proposed use of the property, as well as proposed zoning changes, whether immediate or future, must be included with the map.
16. Public Areas. Any proposed public areas must be included with the map.
17. Community Lands. Any proposed lands to be retained in private ownership for community use must be included with the map. When a subdivision contains such lands, the sub divider must submit with the tentative map the proposed articles of incorporation of an owner's or tenant's organization legally empowered to own, maintain, and pay taxes on such lands.
18. Easements. The approximate widths, locations, and uses of all existing or proposed easements for drainage, sewerage, and public utilities must be included with the map.
19. Curves. The approximate radius of each curve must be included with the map.
20. Lots. The approximate layout and dimensions of each lot must be included with the map.
21. Areas. The area of each lot must be included with the map.
22. Water Sources. A statement of the domestic water source or sources must be included with the map.
23. Sewage Disposal. A statement of provisions for sewerage and sewage disposal must be included with the map.
24. Storm Drains. Preliminary indication of needed or proposed storm drain facilities must be included with the map.
25. Access Easements. The locations, names, widths, approximate grades and a typical cross-section of curbs, gutters, sidewalks and other improvements of all street and access easements, including proposed location of all underground utilities must be included with the map.
26. Landscaping. A preliminary landscaping plan, including measures for irrigation and maintenance must be included with the map.
27. Outside Construction. The location of any of the foregoing improvements which may be required to be constructed beyond the boundaries of the subdivision must be shown on the map or on the vicinity map as appropriate.

28. Units. If it is contemplated that the development will proceed by units, the boundaries of such units must be shown on the tentative map.
29. Street Names. The following principles must govern street names in a subdivision:  
Each street which is a continuation of, or approximately the continuation of any existing dedicated street must be shown on the tentative map and must be given the name of such existing street. When any street forms a portion of a proposed street previously ordered by the City Council to be surveyed, opened, widened or improved, the street must be given the name established in the said Council order.

Approval of the tentative map must in no way relieve the sub divider of his responsibility to comply with the required conditions and to provide the improvements and easements necessary to meet all city standards.