



## CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street  
San Juan Bautista, Ca 95045

## PLANNING DEPARTMENT

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### **APPLICATION REQUIREMENTS FOR A PLANNED UNIT DEVELOPMENT**

A Planned Unit Development (PUD) is a comprehensively planned development, which is allowed to incorporate a more flexible and creative approach to project design. PUDs allow flexible applications of lot sizes, coverages, setbacks, and other zoning requirements, and can provide for the protection of environmentally sensitive areas and the creation open space.

#### **APPLICATION REQUIREMENTS:**

- ❑ Required processing deposit of \$1,000.00 (Additional fees for permit processing may be charged to the applicant).
- ❑ Required processing deposit for environmental review under the California Environmental Quality Act (CEQA). The fees listed below are for the type of CEQA review anticipated at the time of application submittal. Additional fees may be charged depending on the final review completed by staff.
  - ❑ \$150 fee for a Notice of Exemption, or
  - ❑ \$1,000 deposit for an Initial Study/Negative Declaration, or
  - ❑ \$2,000 deposit for an Initial Study/Environmental Impact Report
- ❑ Planning Application Cover Page
- ❑ 8 copies of the Development Plan set, drawn to scale at 1/8"=1' minimum. A licensed architect, engineer, contractor, or registered building designer is required to prepare the Development Plan Set, unless such requirement is waived by the Planning Commission. The following plans must be included:
  - ❑ Land Use Plan indicating all proposed land uses, including parks and open spaces
  - ❑ Circulation Plan indicating the proposed movement and relative volume of motor vehicles, pedestrians, and bicyclists within the development and to and from adjacent transportation corridors
  - ❑ Schematic architectural plans and elevations of typical buildings and structures
  - ❑ Landscape Plan
  - ❑ Grading Plan indicating the present topography of the site, the proposed changes, and typical cross sections
  - ❑ Other plans that the City Planner determines as necessary to review the project, such as drainage plans, site sections, and details. Please contact the Planning Department to determine if additional plans will be required.
- ❑ Other materials that the City Planner determines as necessary to review the project, such as noise, traffic, and geologic studies. Please contact the Planning Department to determine if additional materials will be required.
- ❑ Project Description form

- ❑ Environmental Information form
- ❑ Color samples or colored renderings for display at public hearings.
- ❑ Typed mailing labels addressed to the current property owners and occupants of all units located on properties within 300' of the project site's property lines. Mailing labels for occupants of rental units will be addressed to "Occupant". This information can be obtained from the Assessor's Roll at the San Benito County Assessor's Office.
- ❑ Photographs of the project site and surrounding properties
- ❑ Applicant Agreement to Pay Processing Fees for Land Use Application form

**Note:** All 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.