



Pre-Application

Submittal Requirements

In order for the Planning Department to review your application, the following must be submitted.

Planner to initial
when submitted

- _____ 1. **Pre-Application Form**—Signed by applicant and property owner

- _____ 2. **Plans**
 - a. **Site Plan (1 inch = 20 feet or larger)**
Five (5) reduced sets (11" x 17")
 - b. **Preliminary Elevations** (if applicable)
 - c. **Written Description:** Provide a brief written description of the project including:
 - Proposed Use
 - Square footage (existing and proposed)
 - Adjacent Uses

- _____ 3. **Photographs:** Provide photographs of site and adjacent properties on cd.

- _____ 4. **Filing Fee** (551.4660)
 - _____ \$1,537 - Voluntary - Staff Review (50% applied to formal application)
 - _____ \$4,479 - Mandatory - PC Reivew (50% applied to formal application)
 - _____ \$ 265 - Mailing/Noticing (only for Mandatory Pre-Applications)

PLEASE NOTE: For the shortest turn-around, pre-applications should be submitted by noon on Wednesday. The staff planner who is on duty when your application is submitted will give the application a cursory review for completeness. The level of application detail will determine the level of review.



Development Application

FILE NO: _____

Planning Division - City of Campbell - 70 N. First Street, Campbell, California 95008 (408) 866-2140

PROJECT LOCATION: _____
(Address) (Assessor's Parcel Number)

GENERAL PROJECT DESCRIPTION: _____

ZONING: _____ GENERAL PLAN: _____

APPLICANT INFORMATION:

NAME: _____
ADDRESS: _____
TELEPHONE: _____
CITY/STATE: _____ ZIP: _____
CELL: _____
EMAIL: _____

PROPERTY OWNER INFORMATION:

NAME: _____
ADDRESS: _____
TELEPHONE: _____
CITY/STATE: _____ ZIP: _____
CELL: _____
EMAIL: _____

Attach a separate sheet listing any additional people to receive copies of reports and agendas.

AFFIDAVIT/SIGNATURE(S):

The undersigned person(s), having an interest in the above-described property, hereby make this application in accordance with the provisions of the Campbell Municipal Code; and, hereby certify that the information given herein is true and correct to the best of my/our knowledge and belief.

Applicant's Signature

Date

Property Owner's Signature

Date

The City will review the application for completeness and will notify the applicant within 30 days of submittal of a complete or incomplete application.

Types of Application(s) - Check off all that apply for this project:

- | | |
|---|---|
| <input type="checkbox"/> Administrative Planned Development Permit | <input type="checkbox"/> Reasonable Accommodation |
| <input type="checkbox"/> Administrative Site and Architectural Review Permit | <input type="checkbox"/> Sign Application - Single Sign |
| <input type="checkbox"/> Extension of Approval | <input type="checkbox"/> Signs - Additional Signs per business filed at same time |
| <input type="checkbox"/> Fence Exception | <input type="checkbox"/> Signs - Program - (five or more signs) |
| <input type="checkbox"/> Environmental Impact Report Review | <input type="checkbox"/> Signs - Downtown (C-3) Exceptions |
| <input type="checkbox"/> Fire Review | <input type="checkbox"/> Signs - Exception |
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Signs - Freeway Oriented |
| <input type="checkbox"/> Heritage Tree Designation | <input type="checkbox"/> Site and Architectural Review Permit |
| <input type="checkbox"/> Home Occupation Permit | <input type="checkbox"/> Subdivision Map (five lots or more) |
| <input type="checkbox"/> Initial Study/Negative Declaration | <input type="checkbox"/> Temporary Sign(s) |
| <input type="checkbox"/> Landmark Designation | <input type="checkbox"/> Tree Removal Permit |
| <input type="checkbox"/> Alteration to Designated Landmark | <input type="checkbox"/> Use Permits |
| <input type="checkbox"/> Minor Modifications to Side Yard Setback (residential) | <input type="checkbox"/> Underground Utility Waiver |
| <input type="checkbox"/> Modifications | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Outdoor Seating and Display Permit | <input type="checkbox"/> Zoning Certification Letter |
| <input type="checkbox"/> Parcel Map (four lots or fewer) | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> Planned Development Permit | |
| <input type="checkbox"/> Pre-Application (Tier 1 Voluntary/ Tier 2 Mandatory) | |