

City of Dixon  
Community Development Department  
600 East A Street  
Dixon, CA 95688



Planning Division (707)678-7000  
FAX (707)678-0960  
Website: www.ci.dixon.ca.us

## PLANNING APPLICATION

### FOR PLANNING OFFICE USE ONLY

Filing Date: \_\_\_\_\_  
Filing Fee: \_\_\_\_\_

Project #: \_\_\_\_\_  
Receipt #: \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> Annexation                     | <input type="checkbox"/> Secondary Living Unit                                |
| <input type="checkbox"/> Appeal                         | <input type="checkbox"/> Tentative Map – Vesting                              |
| <input type="checkbox"/> Conditional Use Permit         | <input type="checkbox"/> Variance   |
| <input type="checkbox"/> Design Review                  | <input type="checkbox"/> Zone Change (Rezoning)                               |
| <input type="checkbox"/> Determination Of Permitted Use | <input type="checkbox"/> Zoning Ordinance Text Amendment                      |
| <input type="checkbox"/> General Plan Amendment         |   |
| <input type="checkbox"/> Lot Line Adjustment            | <input type="checkbox"/> Time Extension                                       |
| <input type="checkbox"/> Parcel Map/Land Division       | <input type="checkbox"/> Amendment  |
| <input type="checkbox"/> Planned Development            | <input type="checkbox"/> Planning Commission <input type="checkbox"/> Staff   |
| <input type="checkbox"/> Pre-Zone                       | <input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential |
| <input type="checkbox"/> Other _____                    |   |

If your application requires a public hearing, you should be present at the meeting to briefly explain your request and answer questions. Failure to attend may delay the review process and require that your application be continued. If you desire notice of the meeting to be sent to parties other than the application and property owner, please include their name(s) and address(es) on the mailing list.

Project Name: \_\_\_\_\_

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

Assessor's Parcel Number(s): \_\_\_\_\_

Building Floor Area: \_\_\_\_\_ sq. ft. Project Site Area: \_\_\_\_\_ acres

Applicant (please print): \_\_\_\_\_

Applicant's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_ Cell: \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Property Owner (please print): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_ Cell: \_\_\_\_\_

**Prop. Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

What type(s) of action are you requesting? (Variance, Use Permit, Design Review, etc.): \_\_\_\_\_

Briefly describe your proposal, including any requested use, modification, and/or variance (attach additional sheets if necessary): \_\_\_\_\_

**Note Concerning Graphics:** ALL MAPS, PLANS AND EXHIBITS SHALL BE FOLDED TO 9”X12” TO FACILITATE MAILING AND DISTRIBUTION.

**Notice to All Applicants:**

1. Applications submitted for review will be processed in accordance with Section 65941 of the California Government Code.
2. All forms must be completely filled out and signed, all fees must be paid, and supplemental information provided before the application will be deemed complete and processed. Supplemental information that must be submitted with this application form is listed in the attached submittal requirements by type of application.
3. Filing fees are non-refundable.
4. Submitting an application is not a guarantee of approval. Approval of projects is contingent on meeting required findings or other requirements of the Zoning Ordinance or Specific Plan.
5. Pursuant to Section 65945 of the California Government Code, you may request to be notified of any proposed changes to the General Plan, Zoning Ordinance, a specific plan, or any ordinance affecting building or grading permits. If you wish to be notified of these changes, be sure to submit a completed Request for Notification form (available at the Planning Division Counter).
6. The State of California requires the payment of a fee to the State Department of Fish and Game, as a condition for filing Notices of Determination required by the California Environmental Quality Act (Stats. 1990, ch 1706). The fee is \$1,250 for a project receiving a Negative Declaration, and \$850 for a project with an Environmental Impact Report (EIR). A \$25 administrative charge will also be collected with the fee. *Checks shall be addressed to Solano County.*

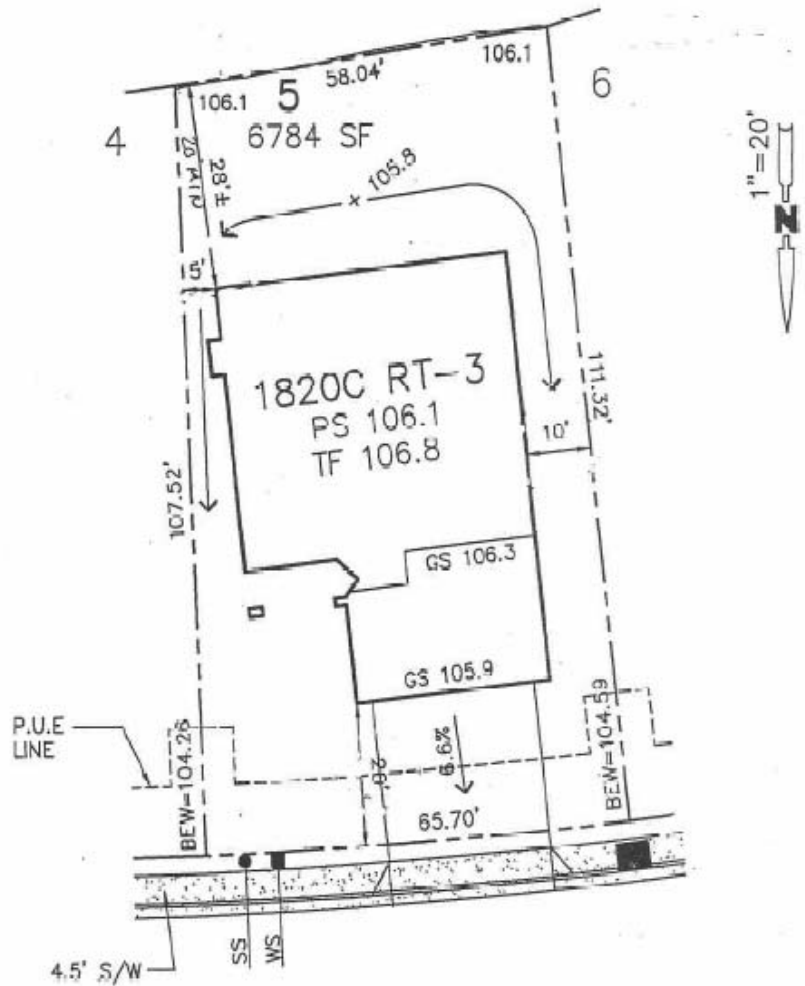
No fee is required for projects found to be exempt from the California Environmental Quality Act, or projects with Negative Declarations if a finding is made by the Director of the Department of Planning and Land Use that the project will have a "de minimis impact" on fish and wildlife resources. This finding will be made at the time that a determination is made to advertise the Negative Declaration.



## PLOT PLANS

Plot plans are required for some applications. Plot plans must show the following information:

1. North arrow, scale (minimum 1" = 20'), and date.
2. Name and phone number of person preparing the plan.
3. Parcel dimensions.
4. Name and width of adjoining streets and driveways.
5. Location of existing structures, trees (noting trunk size), landscaping, and fencing. (show those to be removed in dashed lines).
6. Location of proposed structures, parking areas, driveways, and landscape areas including dimensions and distance to property line.
7. Off street parking.
8. Location of water and sewer service laterals.
9. Drainage courses such as swales and direction of flow.
10. Frontage Improvements (sidewalk, driveway cuts, fire hydrants, etc.)
11. Sloped areas and retaining walls, if applicable.
12. Outline of second story, if applicable.
13. Submit 15 copies for review. Two prior to hearing 10 additional sets will be requested for routing



**CITY OF DIXON  
COMMUNITY DEVELOPMENT DEPARTMENT**

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**HAZARDOUS WASTE AND SUBSTANCES STATEMENT**

Pursuant to Section 65962.5 (f) of the California Government Code, an applicant must submit the following Statement before City staff can determine if your development application is complete. The completed statement needs to accompany your project application at the time of its submittal.

A copy of the List of Hazardous Waste and Substance Sites is available for review at the Planning Division Counter. Please print or type.

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<p><b>PART I</b></p> <p>Name of Project: _____</p> <p>Name of Applicant: _____</p> <p>Is the project identified on the development application contained on the lists compiled pursuant to Section 65962.5 of the Government Code? Check the appropriate box.</p> <p style="text-align: center;"><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
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If NO, continue to PART III and submit with your application.  
If YES, complete both PART II and PART III.

<p><b>PART II</b></p> <p>Assessor's Parcel Number: _____</p> <p>Specify the list consulted pursuant to Section 65962.5: _____</p> <p>_____</p> <p>Regulatory Identification Number: _____</p> <p>Date of List: _____</p>
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<p><b>PART III</b></p> <p>_____ Applicant's Signature Date</p>
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