



Preliminary Application for Residential Development Projects

Development Services Department
 Planning Division
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General Information

The Preliminary Application for Residential Development Projects shall be used for the purpose of satisfying the requirements of California Government Code Section 65941.1. An applicant for a housing development project, as defined in Government Code Section 65589.5(2)(h), shall be deemed to have submitted a complete preliminary application upon providing all of the information as specified in this form. Within 180 days of a preliminary application being deemed complete, the applicant shall submit for land use entitlements required for the project. If the applicant does not submit this information within the 180-day period, the preliminary application shall expire and have no further force or effect.

After submittal of all of the required information, if the applicant revises the project such that the number of residential units or square footage of construction changes by 20 percent or more, exclusive of any increase resulting from the receipt of a density bonus or similar provision, the project shall not be deemed to have submitted a preliminary application. For purposes of this form, "square footage of construction" means the building area, as defined by the California Building Standards Code (Title 24 of the California Code of Regulations).

Preliminary Application Checklist Requirements

In accordance with Government Code Section 65941.1, an applicant for a housing development project shall be deemed to have submitted a preliminary application upon providing all of the following information.

	Compliance	
	Yes	No
1. A completed Development Case Application, which includes the following information about the development project and project site: <ul style="list-style-type: none"> ○ Project location including site address, parcel number, and legal description. ○ The type of entitlement approvals requested including approvals requested under the Subdivision Map Act. ○ Project description including lot size, existing general plan and zoning designations, and existing and proposed development standards. ○ Applicant information including name, signature, and mailing address. ○ Property owner wet signature and contact information. ○ A completed Environmental Information Form including a description of natural and human-induced hazards, water resources, species of special concern, and historic or cultural resources known to occur on the project site. 		
2. A Letter of Justification that includes the required information specified in the Development Case Application and a summary of the proposed project's affordability levels and any requested density bonus incentives or concessions.		
3. Payment of the current Pre-Application Review fee (checks made payable to "City of RSM").		
4. A site plan of existing uses on the project site. If the project involves the demolition of existing residential uses, the site plan must clearly indicate the number of existing residential units to be demolished, whether the units are occupied, and their affordability levels.		

5.	A fully-dimensioned site plan showing proposed land uses, number of proposed residential units, square footages of residential and non-residential development, proposed number of parking spaces, and location of any recorded easements.		
6.	A fully-dimensioned floor plan for each proposed residential unit and non-residential use.		
7.	Fully-dimensioned elevation drawings showing the design, color, material, massing, height, and approximate square footage of each proposed building.		
8.	A map of the project site that clearly identifies the location of the following land features: <ul style="list-style-type: none"> ○ Very high fire hazard severity zones ○ Wetlands ○ Listed or designated hazardous waste sites ○ Special flood hazard areas ○ Delineated earthquake fault zones ○ Stream or other resources that may be subject to a streambed alteration agreement 		
9.	A detailed list and description of any proposed point sources of air or water pollutants.		
10.	An electronic copy of the above submittal items on a USB flash drive or CD-ROM.		