



COMMUNITY DEVELOPMENT AGENCY
PLANNING DIVISION

General Planning Permit Application

To be completed by planning department staff:

Date Received: _____ Project ID Number: _____ Received By: _____

PLANNING PERMITS

Property Development

- | | |
|--|--|
| <input type="checkbox"/> Coastal Permit | <input type="checkbox"/> Housing Compliance Review: SB35 |
| <input type="checkbox"/> Design Review | <input type="checkbox"/> Residential Accessory Dwelling Unit |
| <input type="checkbox"/> Floating Home Exception | <input type="checkbox"/> Tree Removal Permit |
| <input type="checkbox"/> Housing Compliance Review: Form Based | <input type="checkbox"/> Site Plan Review |
| <input type="checkbox"/> Housing Compliance Review: SB 9 | <input type="checkbox"/> Variance |

Property Use

- | | |
|--|---|
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Master Use Permit |
| <input type="checkbox"/> Homeless Shelter Permit | <input type="checkbox"/> Temporary Use Permit |

Lot Modification

- | | |
|--|---|
| <input type="checkbox"/> Certificate of Compliance | <input type="checkbox"/> Map Plan Check |
| <input type="checkbox"/> Lot Line Adjustment | <input type="checkbox"/> Tentative Map |
| <input type="checkbox"/> Master Plan | <input type="checkbox"/> Tentative Map Waiver |
| <input type="checkbox"/> Merger | <input type="checkbox"/> Urban Lot Split |

Policy

- | | |
|---|-----------------------------------|
| <input type="checkbox"/> Community or Countywide Plan Amendment | <input type="checkbox"/> Rezoning |
|---|-----------------------------------|

Signs

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Sign Review | <input type="checkbox"/> Sign Permit/Temporary |
|--------------------------------------|--|

Amendment/Extension/Renewals

- | | |
|--|--|
| <input type="checkbox"/> Planning Permit Amendment | <input type="checkbox"/> Planning Permit Extension |
| <input type="checkbox"/> Use Permit Renewal | |

List the Planning Permit number(s) to be amended, extended, or renewed: _____

PROJECT DESCRIPTION – Please attach an addendum to this application if more space is needed.

PROPERTY INFORMATION

Assessor Parcel Number(s): _____ Zoning District: _____

Property Address: _____ City: _____ Zip: _____

Property Owner of Record (*current tax roll year*): _____

APPLICATION CONTACTS

Property Owner (P.O.) Contact Name: _____

P.O. Mailing Address: _____ City: _____ Zip: _____

P.O. Phone: _____ P.O. Email: _____

Primary Applicant (P.A.) Contact Name: _____

P.A. Mailing Address: _____ City: _____ Zip: _____

P.A. Phone: _____ P.A. Email: _____

Additional Contact Name: _____

Additional Contact Phone: _____ Additional Contact Email: _____

For Lot Line Adjustments:

Additional Property Owner (P.O.) Name: _____

Additional P.O. Phone: _____ Additional P.O. Email: _____

Additional Property Owner (P.O.) Name: _____

Additional P.O. Phone: _____ Additional P.O. Email: _____

Additional Property Owner (P.O.) Name: _____

Additional P.O. Phone: _____ Additional P.O. Email: _____

ADDITIONAL PERMIT INFORMATION

Required: Standard project data for all project types is included on sheet: _____

Required: For projects including buildings and additions, the existing and proposed topographic contours of the site underlying the roof plan with roof ridge and corner elevations are shown on sheet: _____

Required: For projects including buildings and additions, additions are shown as shaded on sheet: _____

Check any of the following that applies:

☐ This application is for a new Telecommunications Facility and includes a completed copy of the Telecommunications Policy Plan Application Requirements Checklist.

☐ This application is related to a pending building permit and the tracking number is: _____

☐ This application is related to a Code Compliance violation and the case number is: _____

REQUIRED INFORMATION - To be completed by applicant

The information requested to be included in this application are in addition to the information required pursuant to the Planning Application Submittal Checklist. Additional information may be requested. Definitions for the items required below are available in the Marin County Development Code Section 22.130.030.

Lot Development Data

Required Project Data	Existing	Proposed
Lot Area (square feet)		
Building Area (square feet)		
Floor Area (square feet)		
Area of Disturbance (square feet)		
Lot Coverage - Impervious (square feet)		
Lot Coverage – Pervious (square feet)		
Grading – Cut (cubic yards)	-	
Grading – Fill (cubic yards)	-	
Grading – Off-haul (cubic yards)	-	
Number of Parking Spaces		
Number of lots (subdivisions only)		

Primary Building Data

Required Project Data	Existing	Proposed
Maximum Building Height (feet)		
Setback distance – Front property line (feet)		
Setback distance – Left side property line (feet)		
Setback distance – Right side property line (feet)		
Setback distance – Rear property line (feet)		

Accessory Building Data

Required Project Data	Existing	Proposed
Maximum Building Height (feet)		
Setback distance – Front property line (feet)		
Setback distance – Left side property line (feet)		
Setback distance – Right side property line (feet)		
Setback distance – Rear property line (feet)		

Lot Line Adjustments

Required Project Data	Assessor Parcel Number	Existing Area (sqft)	Proposed Area (sqft)
Affected Lot 1			
Affected Lot 2			
Affected Lot 3			
Affected Lot 4			

CERTIFICATIONS AND SIGNATURES

The property involving this permit request may be subject to deed restrictions called Covenants, Conditions and Restrictions (CC&Rs) which may restrict the property's use and development. These deed restrictions are private agreements and are NOT enforced by the County of Marin. Consequently, development standards specified in such deed restrictions are NOT considered by the County when granting permits. I understand that it is my responsibility to determine if the property is subject to deed restrictions and if so, I certify that I have contacted the appropriate homeowner's association and adjacent neighbors about the project prior to proceeding with construction. Following this procedure will minimize the potential for disagreement among neighbors and possible litigation.

I hereby authorize employees, agents, and/or consultants of the County of Marin to enter upon the subject property upon reasonable notice, as necessary, to inspect the premises and process this application. I understand that in cases where the development site is large or cannot be easily seen or accessed from the nearest public road, the Community Development Director may determine that a publicly noticed site inspection by the decision maker is necessary. In this instance, I hereby authorize the conduct of such inspections of the premises upon reasonable notice.

I hereby certify that I have read this application form and that to the best of my knowledge, the information in this application form and all the related exhibits submitted with it are complete and accurate. I understand that any misstatement or omission of the requested information or of any information subsequently requested shall be grounds for rejecting the application, deeming the application incomplete, denying the application, suspending or revoking a permit issued on the basis of these or subsequent representations, or for the seeking of such other and further relief as may seem proper to the County of Marin.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this application was signed in

City and state in which the application was signed

Signature of Property Owner

Print Property Owner name

Date of Signature

Signature of Applicant if different from owner

Print Applicant Name

Date of Signature

For Lot Line Adjustments

Signature of Additional Property Owner

Print Property Owner name

Date of Signature

Signature of Additional Property Owner

Print Property Owner name

Date of Signature

Signature of Additional Property Owner

Print Property Owner name

Date of Signature

STATE OF CALIFORNIA HAZARDOUS WASTE AND SUBSTANCES SITE LIST (C.G.C. § 65962.5)

This section is to be completed by the applicant. Pursuant to California Government Code Section 65962.5(e), before a local agency accepts as complete an application for any development project, the applicant shall consult the latest [State of California Hazardous Waste and Substances Sites List](https://dtsc.ca.gov/dtscs-cortese-list/) (dtsc.ca.gov/dtscs-cortese-list/) on file with the Planning Division and submit a signed statement indicating whether the project is located on a site which is included on the List.

Statement: I have consulted the latest State of California Hazardous Waste and Substances List on file with the Planning Division, and I have determined that the project site (select by checking) ☐ **is** (or) ☐ **is not** included on the List.

Date of List consulted: _____ Source of the listing: _____

COPYRIGHT MATERIALS RELEASE

To the extent that your application submittal packet includes plans or drawings prepared by a licensed, registered or certified professional, as defined pursuant to the California Health and Safety Code Section 19851 or Business and Professions Code Section 5536.25, such as a licensed engineer, architect or other design professional, the County must first obtain the signature release and permission of said professional prior to publication or reproduction of any such plans or drawings. Such drawings and plans may also be protected by copyright laws. The County of Marin hereby requests permission to reproduce and publish plans and drawings submitted with your application packet for purposes of more effectively and efficiently facilitating the entitlement review process, including making plans and drawings available on the County's website for public review and providing electronic reproductions to the County's review boards and commissions. The purpose of this request is limited solely to the purpose of facilitating the timely review of this application, and the plans and drawings will not be utilized by the County for other purposes. To assist the County in this process, please provide below the signatures of all of those who have prepared plans and drawings to be submitted with this application agreeing to publication or reproduction of any such plans or drawings by the County.

Engineer/Surveyor Name: _____

Engineer/Surveyor Phone Number: _____

Engineer/Surveyor Email Address: _____

Engineer/Surveyor's Signature Authorizing Publication and Reproduction of Plans/Drawings

Architect/Designer Name: _____

Architect/Designer Phone Number: _____

Architect/Designer Email Address: _____

Architect/Designer Signature Authorizing Publication and Reproduction of Plans/Drawings

Landscape Architect Name: _____

Landscape Architect Phone Number: _____

Landscape Architect Email Address: _____

Landscape Architect Signature Authorizing Publication and Reproduction of Plans/Drawings