



Planning Application

City of Pittsburg, Community Development Department – Planning Division
65 Civic Avenue, Pittsburg, CA 94565 | Tel: (925) 252-4920 | Fax: (925) 252-4814

TYPE OF APPLICATION REQUESTED:

- | | |
|---|---|
| <input type="checkbox"/> UP Conditional Use Permit | <input type="checkbox"/> ZA Zoning Administrator |
| <input type="checkbox"/> DR Design Review | <input type="checkbox"/> TRP Tree Removal Permit |
| <input type="checkbox"/> ADR Design Review (Admin) | <input type="checkbox"/> TA Temporary Activity |
| <input type="checkbox"/> GP General Plan Amendment | <input type="checkbox"/> PPR Preliminary Plan Review |
| <input type="checkbox"/> RZ Rezoning (Includes PUD) | <input type="checkbox"/> MM Minor Modification (wireless) |
| <input type="checkbox"/> SUB Major Subdivision | <input type="checkbox"/> SR Sign Review (Type: _____) |
| <input type="checkbox"/> MS Minor Subdivision | |
| <input type="checkbox"/> VA Variance | <input type="checkbox"/> Other: _____ |

STAFF USE ONLY

Application Number: _____ Date Filed: _____

PROJECT INFORMATION:

Project Name (Business/Development): _____

Address/Location of Project: _____

Assessor's Parcel No(s): _____

Mapping Address (Latitude/Longitude): _____

Existing General Plan / Zoning Designations: _____

Proposed General Plan / Zoning Designations: _____

Existing Use: _____

Proposed Use: _____

Size of Existing Structure(s): _____

Size of Proposed Additions / New Structure(s): _____

Amount of New Impervious Surfaces (s.f. or acres)¹: _____

Property Size (s.f. or acres): _____ No. of Existing Lots: _____ Proposed: _____

Days/Hours of Operation: _____

No. of Employees, Existing: _____ Proposed: _____

No. of On-Site Parking Stalls, Existing: _____ Proposed: _____

HCP Land Cover Type: _____ Cortese List: Yes No

¹ If over 10,000 square feet, a stormwater control plan and related documents may be required per PMC §13.28.050(A)(2). Please contact Planning staff or refer to the Stormwater C.3 Guidebook available at www.ccleanwater.org/construction/nd.php for further guidance.

Proposed Project/Use Description:

(Attach additional sheets if necessary. For sign permits, include length x width x height dimensions, sign copy, colors, and length of building frontage.)

APPLICANT INFORMATION:

Applicant Name: _____ **Primary Contact:** _____

E-Mail: _____ **Phone:** _____

Mailing Address: _____

Property Owner(s): _____

E-Mail: _____ **Phone:** _____

Mailing Address: _____

Notarized Signature of Agent and/or Property Owner:

Agent (Attach Notary): _____ **Date:** _____

Property owner/manager (attach notary): _____ **Date:** _____

(If not property owner or manager, provide letter from property owner authorizing agent to sign application.)

SUBMITTAL REQUIREMENTS: *(to be completed by the applicant)*

- Consultation with Planning Division
- Completed Planning Application Form
- 2 sets (minimum) of Project Plans* + 1 electronic set on a flash drive or CD
- Correct Filing Fees (if paying by check, make payable to "City of Pittsburg")
- Anticipated Postage Fees for Public Notices (check with Planning Division if applicable)

**One full-sized and one reduced (8.5" x 11" or 11" x 17") required. Please review the Planning Application Submittal Checklist (separate handout) for details about what needs to be included on the project plans.*

STAFF USE ONLY

TOTAL FEES PAID*: _____ **Date Rec'd:** _____ **By:** _____

**Attach Copy of Completed Planning Receipt Form or Developer Deposit Request*