

CITY of WOODLAKE

City Hall – 350 N Valencia, Blvd. – Woodlake, CA 93286 – P:(559) 564-8055 – F:(559) 564-8776

Community Development Department

CITY OF WOODLAKE:

Special Use Permit Application Checklist

The following list includes all the items you must submit for a complete application. Some specific types of information may not apply to your project and, as noted, some items are not normally required. If you are not sure, ask the planning staff. The staff will use a copy of this list to check your application for completeness after it is submitted.

Processing of your application could be delayed if required information is missing, inaccurate, or incomplete.

General Information:

Applicant: _____

Mailing Address: _____ City: _____ State: ___ Zip: _____

Phone: _____ Cell Phone: _____ Email: _____

Property Owner (if different) _____

Mailing Address: _____ City: _____ State: ___ Zip: _____

Phone: _____ Cell Phone: _____ Email: _____

Agent (if applicable) _____

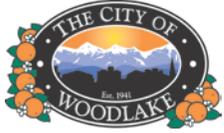
Mailing Address: _____ City: _____ State: ___ Zip: _____

Phone: _____ Cell Phone: _____ Email: _____

Site Address: _____

Physical Location of Site (cross streets & closest community):

Assessor's Parcel No(s):



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Requirements for Application Completion:

1. Application Form: Attached to this packet.
2. Application Fee: \$920
3. Environmental Description Form: *Certain projects are required to be reviewed for their potential impacts on the environment. A fee is required for this review. Staff will inform you if your project is subject to this review.*
4. An Assessor’s Parcel Map: Showing all properties within 300 feet of the subject property. State law requires that all property owners within 300 feet of a Conditional Use Permit be notified of the public hearing for the permit. This information is available at the Tulare County Assessor’s Office (733-6361)

Please Fill Out The Following Information Completely:

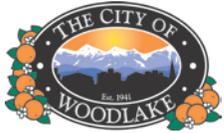
1. Proposed use of site? (*Please state exactly and in detail what is intended to be done on, or with, the property. Attach an additional sheet if necessary.*)

2. Parcel or Lot Size(s) (*in acres or sq. ft. as appropriate*): _____
3. How much of the area of the total parcel is being developed or utilized for the proposed use?

4. Present use of the project site:

5. List and describe any other related permits and/or other public approvals required for this project, including those required by the city, regional, state, and federal agencies:

6. Employees: Indicate the total number of employees and include the number of shifts and number of employees per shift:



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7. Days and Hours of Operation (*if seasonal, include months of operation*):

8. Type of equipment and/or machines to be utilized (*if applicable*):

9. Parking: Specify the number of on-site parking spaces, including the location, size, and type of surfacing.

10. If proposed use is for residential, indicate the type (*conventional, mobile home, duplex, tri-plex*) and the size of each unit:

11. If the proposed use is for commercial development, indicate the type (*neighborhood/urban/rural/agricultural*), proposed use, and square footage of retail and/or wholesale sales area and/or storage area.

12. If the proposed use is for institutional, indicate the type (*hospital, daycare, clinics, or similar use*), the major function, estimated occupancy and the community benefits to be derived from the project.

13. If the proposed use will include an auditorium, chapel or other place of assemblage of people, indicate the seating capacity, including whether it is fixed or loose seating, and the number of tables with seating.

14. Are alcoholic beverages proposed to be served on site? Yes _____ No _____
If yes please explain:

15. If the proposed use is for an animal operation, specify the types of animals and their maximum number.

(Note: Dairies and Other Concentrated Animal Raising Operations require special application forms)



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16. If the proposed use is for a telecommunications/cell tower, indicate the type, height, size of area and the number of receivers proposed.

17. If the proposed use is for a solar facility, describe whether power will be generated

For use on the site _____ or back to the grid _____

Panel type _____ Square footage or acreage _____

18. If the proposed use includes manufacturing or processing, indicate the type of product, method of storage, process for distribution or selling, and whether the operation is for retail or wholesale:

19. If the proposed use includes storage and warehousing, indicate the type of materials to be stored on site and the size and description of the storage area, including existing and proposed fencing and screening:

20. Waste materials: indicate types of all waste materials and the existing or proposed method for disposal:

21. Waste water: indicate plans for reclamation for wastewater (*if applicable*):

22. Access to major roads, railroads or water ways:

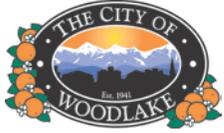
23. Signage – Describe existing and proposed landscaping on the site:

24. Landscaping – Describe existing and proposed landscaping on the site:

ENVIROMENTAL SETTING

25. Describe the project site, prior to the proposed use, including all above and below ground development improvements (*residences, outbuildings, barns, sheds, covers, shop buildings, septic tank-leach line systems, domestic/agricultural wells, fuel storage tanks, etc.*) including the size of each.

26. Will the project require the development of public service facilities (*roads, sewer lines, water lines, etc.*)? If so, describe the required development:



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27. Provide any additional information that may be helpful in evaluating this request.

Special Use permit Guidelines in accordance with Chapter 17.64 and applicable for the following utilizations:

- 17.64.02 – Accessory structures
- 17.64.04 – Modular structures
- 17.64.05 – Garage conversions
- 17.64.07 - Home occupations
- 17.64.08 – Community care facilities
- 17.64.09 – Mobile home parks
- 17.64.10 – Recycling/buyback centers
- 17.64.12 – Wireless telecommunications equipment
- 17.64.13- Large family day care homes, nursery schools, and day care centers
- *Dog kennels
- *Solar farms

I (we) hereby certify that the statements furnished above and in the attached exhibits present the data and information required in this application to the best of my (our) ability, and that the facts , statements and information presented are true and correct to the best of my (our) knowledge and belief.	
_____	_____
Owner/ Applicant	Date
_____	_____
Print Name	

_____	_____
Agent	Date
_____	_____
Print Name	