



CITY OF MOORPARK

COMMUNITY DEVELOPMENT DEPARTMENT | 323 Science Drive, Moorpark, California 93021
Main City Phone Number (805) 517-6200 | Fax (805) 532-2540 | www.moorparkca.gov

UNIVERSAL APPLICATION

APPLICATIONS ARE ACCEPTED BY APPOINTMENT ONLY – PLEASE TYPE OR WRITE LEGIBLY.

SELECT REQUESTED ACTION BELOW:

- | | | |
|---|---|--|
| <input type="checkbox"/> Administrative Exception | <input type="checkbox"/> Lot Line Adjustment / Lot Merger | <input type="checkbox"/> Specific Plan |
| <input type="checkbox"/> Administrative Permit | <input type="checkbox"/> Mixed Use Planned Development | <input type="checkbox"/> Specific Plan Amendment |
| <input type="checkbox"/> Certificate of Compliance | <input type="checkbox"/> Modification | <input type="checkbox"/> Tentative Parcel Map |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Permit Adjustment | <input type="checkbox"/> Tentative Tract Map |
| <input type="checkbox"/> Commercial Planned Development | <input type="checkbox"/> Pre-Screening Review by DRC | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Development Agreement / Amend. | <input type="checkbox"/> Pre-Screening for GPA, SPA, etc. | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Reasonable Accommodation | <input type="checkbox"/> Zone Code Amendment |
| <input type="checkbox"/> Industrial Planned Development | <input type="checkbox"/> Residential Planned Development | <input type="checkbox"/> Other: _____ |

PROJECT DESCRIPTION

Name of Project: _____

Address or Description of Location: _____

Assessor's Parcel Number(s): _____

Area of Parcel(s): _____ / _____
(Acres) (Square Footage)

Brief Project Description: _____

Zoning Designation: _____ / _____
(Current) (Proposed)

General Plan Designation: _____ / _____
(Current) (Proposed)

PROPERTY OWNER INFORMATION

Name: _____

Email: _____

Address: _____

Phone: _____

I hereby certify that I am the owner of record of the subject property(ies) described on this application and that I approve the action requested herein.

Signature: _____

For multiple property owners & properties, please attach additional sheets.

DESIGNATED AGENT (Attorney-in-Fact)

I, _____
(property owner)

hereby designate _____
(agent)

as the Attorney-in-Fact for the Property Owner for all purposes of processing this application with the City of Moorpark.

Signature: _____

For multiple property owners, use additional Land Use Application forms.

Primary Contact/Designated Agent (Attorney-in-Fact)

Name: _____

Address: _____

Phone: _____

Email: _____

Signature: _____

ADDITIONAL PERSONS TO BE NOTIFIED

NOTICE TO APPLICANTS: Pursuant to California Government Code Section 65945, applicants may request to receive notice from the City of Moorpark on any proposal to adopt or amend any of the following plans or ordinances: (1) a general plan, (2) a specific plan, (3) a zoning ordinance, or (4) an ordinance affecting building permits or grading permits. If you wish to receive such notice(s), a written request shall be made to the Community Development Department specifying the name, mailing address, email address, and phone number of such person or entity wishing to receive such notice(s). Requests shall be sent by email to planning@moorparkca.gov or mailed to the attention of the **Community Development Department at 323 Science Drive, Moorpark, CA 93021**. It shall be the responsibility of the requesting party to update any contact information as needed with the Community Development Department.

STAFF USE ONLY

CASE NUMBER(S):

PROPOSED PROJECT

1. Neighboring Uses - Describe use(s) on properties to:

North: _____

East: _____

South: _____

West: _____

2. Project Site Current Use(s) and Existing Development:

3. Hazards:

a. Is the project located in a flood zone, floodway, or flood plain? If so, please describe:

b. Is the project located in a fire hazard zone? If so, please describe:

c. Is the project located on or near an earthquake fault? If so, please describe:

d. Is the project located within a liquefaction zone? If so, please describe:

e. Is the project site impacted by any other hazard zone? If so, please describe:

4. Social:

a. Are there any existing residents living on the site? If so, please describe:

b. Are there any existing or new employment opportunities on the site? If so, please describe:

c. Will the project reduce currently available low and/or very low-income housing through changes in use or demolition? If so, please describe:

5. Existing Site Features:

a. Does the site have "hillside areas" with slopes of 20% or greater slope? If so, please describe:

b. Does the project include removal of any existing trees or vegetation? If so, please describe:

c. Would the project require demolition of existing structures? If so, please describe:

d. Does the project site have utilities available (water, sewer, electric, gas, etc.)? If so, please describe:

6. Project Description:

Residential Only:

Single Family

Two Family

Multifamily

Townhouse

Condominium

Other: _____

Commercial/Industrial/Mixed-Use:

- Retail and Service: _____ Mixed-Use: _____
- Office and Professional Use: _____ Distribution: _____
- Manufacturing and Assembly: _____ Warehousing: _____
- Eating and Drinking Place: _____ Other: _____

Public or Institutional Use:

- Utility: _____ Government Use: _____ Wireless Communication Facility
- Place of Religious Assembly: _____ School: _____ Social Club: _____

a. Total number of new residential units:

Residential Density Gross: _____ (units/total acres) *Net:* _____ (units/total acres minus any dedication)

7. Describe major access points to the structure and the orientation to adjoining properties:

8. Parking Spaces Proposed (onsite): _____

9. Does the project request "relief from parking requirements" per Zoning Code Section 17.32.130?

If so, please describe: _____

10. Area of site with paved road, sidewalks, and/or parking surface: _____ % of site _____ sq. ft.

11. Estimated number of employees per: _____ Shift _____ Day _____ Total

12. Estimated number of customers per: _____ Day _____ Week _____ Total

Basis of estimate: _____

13. Estimated range of service area: _____ miles

Basis of estimate: _____

14. Outdoor Activities - Describe the type and extent of operation not within an enclosed building:

a. Hours of operation: _____

b. Size and use of outside storage: _____

15. Estimated number of truck deliveries/loading per day & between (if any):

Per Day: 7:00 a.m. – 7:00 p.m.: 7:00 p.m. – 7:00 a.m.:

16. Area of natural open space that is part of the project: _____ % of site _____ sq. ft.

17. Area of site dedicated to parking area: _____ % of site _____ sq. ft.

18. Area of parking area to be landscaped: _____ % of site _____ sq. ft.

19. Shade Requirement – Percent of parking area covered by tree canopy at 50% maturity _____ %

20. Type(s) of screening/fencing to be provided:

21. How will security be provided on site?

22. Will project be developed in phases? If so, describe each phase in detail:

(attach additional sheets, if necessary)

23. Describe existing structures on the site:

a. Existing Structures to be retained:

b. Existing Structures to be demolished:

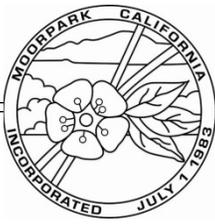
24. Will any of the following effects occur if the project is constructed? Please elaborate (by attaching additional pages) any items checked "Yes."

| | Yes | No |
|---|--------------------------|--------------------------|
| a. Use or disposal of potentially hazardous materials, toxic substances, flammable, or explosives | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Creation of dust, ash, smoke, fumes, or odors | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Substantial or unusual demands for fossil fuels or electricity | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Substantial demand for municipal service (police, fire, water, sewage, etc.) | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Creation of significant amount of solid waste or litter | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Noise generation | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Significant light or glare | <input type="checkbox"/> | <input type="checkbox"/> |

25. Provide the following information on a separate sheet of paper:

- a. List all raw materials used, stored, transported or otherwise handled, including hazardous materials, solvents and catalysts.
- b. List all products provided, stored, manufactured, generated or otherwise handled, including waste, hazardous waste products and other byproducts.
- c. Describe the manufacturing processes, including the sizes and types of machinery used, and utilization of heat, microwaves, electrolysis, extreme pressures or liquefied gases.
- d. Describe the method of delivery, handling and disposal of raw materials, finished projects, wastes and hazardous wastes.
- e. List proposed actions and features of the project that will minimize environmental impacts (e.g., noise, air pollution, water and energy conservation, etc.)

Hold Harmless Statement: The applicant shall defend, indemnify and hold harmless the City and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void, or annul any approval by the City or any of its agencies, departments, commissions, agents, officers, or employees concerning this entitlement approval, which claim, action or proceeding is brought within the time period provided therefore in Government Code Section 66499.37 or other sections of state law as applicable and any provision amendatory or supplementary thereto. The City will promptly notify the applicant of any such claim, action or proceeding, and, if the City should fail to do so or should fail to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify and hold harmless the City or its agents, officers and employees pursuant to this condition. a. The City may, within its unlimited discretion, participate in the defense of any such claim, action or proceeding if both of the following occur: i. The City bears its own attorney fees and costs; ii. The City defends the claim, action or proceeding in good faith. b. The applicant shall not be required to pay or perform any settlement of such claim, action or proceeding unless the settlement is approved by the applicant. The applicant's obligations under this condition shall apply regardless of whether a permit is approved, denied, withdrawn, or appealed for the requested application.



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REIMBURSEMENT AGREEMENT

I, the undersigned property owner or designated agent, hereby authorizes the City of Moorpark to review the submitted plans for the above-named referenced permit/entitlement request(s) in accordance with the Moorpark Municipal Code including Title 17 Zoning. I am herewith depositing \$_____ to fund staff review, coordination, and processing of my project on actual hours billed and associated costs incurred by the City.

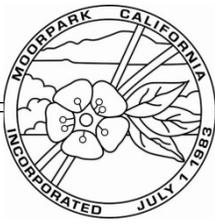
I understand that if the final cost is less than the deposit fee, the unexpended portion will be refunded after receipt and approval of a written request. I further understand that if the final cost is more than the deposit fee, I shall pay the balance due within 30 days of receiving billing from the City. I also understand that the City Council may modify staff billing rates.

Pursuant to the Zoning Code, Discretionary Permits may only be granted if all billed fees and charges for processing the application request that are due for payment have been paid. If during the course of processing such plans, the applicable billed fees and charges have not been paid, the City may, after a hearing deny such plans based upon the failure to pay said fees and charges.

| DESIGNATED AGENT | |
|--------------------------|------|
| | |
| Name | |
| Address | |
| City, State and Zip Code | |
| Phone | |
| Email | |
| Signature | Date |

| PROPERTY OWNER | |
|--------------------------|------|
| | |
| Name | |
| Address | |
| City, State and Zip Code | |
| Phone | |
| Email | |
| Signature | Date |

*If partnership, corporation, or other type of company other than a sole owner, list officer(s) authorized to act on behalf of the corporation and attach a copy of articles of incorporation, partnership, or other legal documentation to substantiate signatures on behalf of the entity.



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PROJECT SITE SIGN POSTING REQUIREMENTS

CASES THAT REQUIRE PUBLIC NOTICE SIGNAGE INCLUDE:

- | | |
|-----------------------------|--------------------------------|
| Conditional Use Permits | Tentative Parcel or Tract Maps |
| Modifications | Variances |
| Planned Development Permits | Zone Changes |
| Specific Plan | |

REQUIREMENTS:

1. Size: Shall be 32 square feet in sign area. (8 feet x 4 feet)
2. Height: Shall not exceed 8 feet.
3. Location: Not more than five feet from the front property line in residential areas, and not more than one foot from the front property line in commercial and industrial areas. The location selected shall be the location most visible to the public.
 - a) At least one sign for every 500 feet of street frontage shall be displayed per street frontage of the subject property. The community development director may reduce the number of signs; however, the reduction shall be no less than one sign per street frontage. Where no clear street frontage exists, or where multiple frontages exist, the location shall be approved by the Community Development Director.

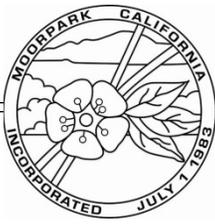
SAMPLE SIGN ONLY

4. Sign shall include only the following information, which will be provided by City staff:
 - a) Appropriate heading.
 - b) Project description.
 - c) Public Hearing date, time, and location. To be inserted when date for public hearing has been set – at least 11 days prior to hearing date.
 - d) Developer and City Hall telephone numbers.
5. No illumination.
6. Dates and times shall be changed for Commission items continuing on to the City Council.
7. An affidavit certifying that a notice of public hearing sign(s) was posted on the project site must be filled out and completed at least 11 days prior to the date of the public hearing. The affidavit shall include a photograph of the posted sign(s).
8. Signs must be removed not more than 12 days after final action by the City.

NOTICE OF PUBLIC HEARING
ON PROPOSED DEVELOPMENT
CASE NUMBER **2000-13**

Proposed on this site: The Project proposes the subdivision of a 10-acre lot and development of five freestanding office buildings totaling 100,000 square feet. The request also includes a Vesting Tentative Tract Map (VTTM 9999) to subdivide the property into five lots.

| | | | | | | | |
|--|--|------------------|------------------|------------|---------------|----------------|----------------|
| <p>PUBLIC HEARING Date: January 15, 2000 Time: 7:00 p.m. 323 Science Drive Moorpark, CA 93021</p> | <p>FOR INFORMATION CALL:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Developer</td> <td style="width: 50%;">City Hall</td> </tr> <tr> <td>Bill Jones</td> <td>Staff Planner</td> </tr> <tr> <td>(805) 555-5555</td> <td>(805) 517-6200</td> </tr> </table> | Developer | City Hall | Bill Jones | Staff Planner | (805) 555-5555 | (805) 517-6200 |
| Developer | City Hall | | | | | | |
| Bill Jones | Staff Planner | | | | | | |
| (805) 555-5555 | (805) 517-6200 | | | | | | |



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SIGN POSTING ACKNOWLEDGEMENT AND AFFIDAVIT

The applicant of the project as described below hereby acknowledges that the requirements of posting public notice signs pursuant to Chapter 17.68 of the Moorpark Municipal Code have been provided by the City and that the applicant has read and understood them. The applicant further acknowledges that failure to be post the required public notice sign at least eleven (11) days prior to the public hearing may result in the hearing being continued. The applicant also acknowledges a completed Sign Posting Acknowledgement and Affidavit and photographs of the posted signs shall be submitted to the City after the applicant posts the notice signs for any hearing associated with the Project.

THIS AFFIDAVIT IS TO CERTIFY that, pursuant to the provisions of Chapter 17.68 of the Moorpark Municipal Code, a notice of public hearing sign(s) was posted on the property, the subject of the hereinafter described improvement project in the City of Moorpark. This form shall be completed for each sign posting required for the requested action, which may include numerous hearings or posting requirements. Affidavit shall include a photograph of the posted sign(s).

Project Name

Date Sign Posted

Applicant Signature

Signed this _____ day of _____, 20____.

Applicant Name and Title

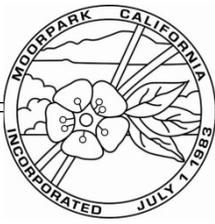
This sign posting affidavit must be completed, signed, and emailed to the staff planner no less than 11 days prior to the date of hearing.

STAFF USE ONLY BELOW THIS LINE

Signed and verified this _____ day of _____, 20____.

Staff Name

Staff Signature, City of Moorpark, CA 93021



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HAZARDOUS WASTE AND SUBSTANCES STATEMENT

The State of California Hazardous Waste and Substances Sites List, also known as the “Cortese List”, comprises several resources that identify known sites that have been subject to releases of hazardous chemicals. These lists are available for viewing at <https://calepa.ca.gov/SiteCleanup/CorteseList/>. The applicant is responsible for reviewing these resources, checking the appropriate boxes below, and including any additional information, as applicable.

Pursuant to Section 65962.5 of the CA Government Code, I have consulted the CalEPA Cortese List and determined whether the project site, and any alternatives proposed in this application, is identified on the:

| | YES | NO |
|---|--------------------------|--------------------------|
| List of Hazardous Waste and Substances sites from Department of Toxic Substances Control (DTSC) EnviroStor database | <input type="checkbox"/> | <input type="checkbox"/> |
| List of hazardous waste facilities subject to corrective action pursuant to Section 25187.5 of the Health and Safety Code, identified by DTSC. | <input type="checkbox"/> | <input type="checkbox"/> |
| List of Leaking Underground Storage Tank Sites from the State Water Board’s GeoTracker database | <input type="checkbox"/> | <input type="checkbox"/> |
| List of solid waste disposal sites identified by Water Board with waste constituents above hazardous waste levels outside the waste management unit | <input type="checkbox"/> | <input type="checkbox"/> |
| List of “active” Cease & Desist Orders and Cleanup & Abatement Orders from Water Board | <input type="checkbox"/> | <input type="checkbox"/> |

If any of the above boxes were checked **YES**, the information below is required to be submitted with the project application along with any environmental assessments prepared for the site:

| |
|--|
| |
| Site Address (street name and number, if available, and Zip Code) |
| Assessor's book, page, and parcel number |
| Specify any list pursuant to Section 65962.5 of the Government Code |
| Regulatory identification number Date of List |

Applicant Signature Date Applicant Name, Title

Applicant Mailing Address City State Zip