



**MOUNTAIN HOUSE MASTER PLAN,
SPECIFIC PLAN AND/OR DEVELOPMENT TITLE
AMENDMENT APPLICATION**

APPLICATION/AMENDMENT PROCESSING STEPS

STEP 1

CHECK WITH STAFF

Development Services Staff will explain the requirements and procedures to you. Note that an amendment to one document may require an amendment to another document so that all Mountain House plans and the Development Title are consistent with each other.

STEP 2

PRE-APPLICATION CONFERENCE

A Pre-application Conference will be required for new plans prior to submittal and may be required for some amendments. Staff will advise you as to which parts of the application must be submitted prior to the Pre-application Conference.

STEP 3

SUBMIT YOUR APPLICATION

When you apply, submit all of the following including an electronic submittal of the information that clearly describes the proposed application:

- FEE** The staff will let you know the current cost of filing an application. Make checks payable to the San Joaquin County Treasurer.
- FORMS** Two (2) copies of the completed application information forms (attached), which all owners/applicants must sign.
- MAP** If a map is to be amended or added. Two (2) copies.
- TEXT CHANGE** If text is to be amended or added. Two (2) copies.
- DEED** If applicable, one copy of the recorded deed(s) of the property.
- FINDINGS** Evidence to support the proposed action addressing the projects potential impacts on the jobs/housing program and on housing affordability as well as consistency with the policies of the Public Financing Plan.
- OTHER ITEMS** As required by the applications form or staff.

STEP 4

APPLICATION PROCESSING

Staff will check your application. If anything is missing, you will be notified in writing. The applicant will be sent a postcard once the application has been determined complete. (Your application cannot be processed until it is complete.)

- CEQA** The County will decide if the proposal will have an adverse effect on the environment. If there are no potential adverse effects, the application will be processed. If there are potential adverse effects, further environmental review will be required. Projects that have the potential to adversely affect the environment will require the preparation of an EIR. This will extend the processing time.
- REFERRALS AND ACTION** Staff will refer the application to any County departments, other agencies surrounding property owners (for a map amendment) affected by your proposal. At the end of a review and comment period a staff report will be prepared and the Planning Commission will hold a public hearing. At the conclusion of the hearing the Commission will either refer the application to the Board of Supervisors with a favorable recommendation or deny the request. The Board of Supervisors will then hold a public hearing and take final action on your request. (Note: Planning Commission denials must be appealed in order to be heard by the Board of Supervisors.)
- FINAL ACTION** The Board of Supervisors' action if final. The staff will send you a notification of the final action.



COMMUNITY DEVELOPMENT DEPARTMENT MOUNTAIN HOUSE PLAN AND DEVELOPMENT TITLE APPLICATION/AMENDMENT

STEP 5

PERMITS

Additional applications and permits may be necessary for the actual establishment of a use. The staff will make this determination when a specific use is proposed.

LAND USE PERMITS

Subdivisions and some specific land uses will require permits, which may require an additional public hearing.

BUILDING PERMITS

If the project involves construction, a building permit must be approved prior to commencement of work.

BUSINESS LICENSES

If the project involves a business, a Business License must be approved prior to starting operation.

OTHER PERMITS

Frequently other local, state, and/or federal agencies will require permits prior to new uses being established (e.g., Air Quality, Regional Water Quality Control Board, Fish & Game, Fish & Wildlife, or the Sheriff's Office). The Community Development Department will identify additional permits we are aware of that may be required.



**COMMUNITY DEVELOPMENT DEPARTMENT
MOUNTAIN HOUSE
PLAN AND DEVELOPMENT TITLE
APPLICATION/AMENDMENT
FILE NUMBER: _____**

TO BE COMPLETED BY THE APPLICANT PRIOR TO FILING THE APPLICATION	
APPLICATION [CHECK ONLY ONE] [SEPARATE APPLICATION NEEDED FOR EACH APPLICATION]	
<input type="checkbox"/> GENERAL PLAN	<input type="checkbox"/> MASTER PLAN
<input type="checkbox"/> PUBLIC FINANCING PLAN	<input type="checkbox"/> DEVELOPMENT TITLE
<input type="checkbox"/> SPECIFIC PLAN NO _____ FOR _____	
<input type="checkbox"/> SPECIAL PURPOSE PLAN FOR: _____	

OTHER APPLICATIONS BEING SUBMITTED CONCURRENTLY	
TYPE	APPLICATION NUMBER [staff to complete]
1.	
2.	
3.	
4.	

Owner Information	Applicant Information
Name:	Name:
Mailing Address:	Mailing Address:
Phone:	Phone:
Email:	Email:

TYPE OF AMENDMENT: Text Map Both

PROPOSED AMENDMENT
Text Amendment
TEXT TO BE DELETED (cite document name, volume number, and page number, as applicable):



**COMMUNITY DEVELOPMENT DEPARTMENT
 MOUNTAIN HOUSE
 PLAN AND DEVELOPMENT TITLE
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TEXT TO BE MODIFIED (cite document name, volume number, and page number, as applicable):

TEXT TO BE ADDED (cite document name, volume number, and page number, as applicable):

Plan Map Amendment

Proposed Land Uses or new Road Plan Designations (attach map)	Existing Land Use or Road Plan Designations (attach map)	Area (Ac. or Sq. Ft.)	Proposed Residential Units

Other Type of Map Amendment (e.g. road realignment)(describe):

PROPERTY AND VICINITY DESCRIPTION

Property Information

Assessor Parcel Number(s)	Parcel Size	Williamson Act Contract
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No



**COMMUNITY DEVELOPMENT DEPARTMENT
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Existing Land Uses

On-Site Uses (Include Ag Crops):

Uses to the North:

Uses to the East:

Uses to the South:

Uses to the West:

REASONS FOR PROPOSED AMENDMENT

(Please explain the need for this amendment)



PROPERTY SITE IMPROVEMENTS AND SERVICES				
Water				
Public <input type="checkbox"/>	Service Provider:	Will Serve Letter Provided <input type="checkbox"/>	Distance to Public Water:	
Private <input type="checkbox"/>	Existing Well <input type="checkbox"/>	New Well <input type="checkbox"/>	Well Replacement <input type="checkbox"/>	
Wastewater Disposal				
Public <input type="checkbox"/>	Service Provider:	Will Serve Letter Provided <input type="checkbox"/>	Distance to Public Sewer:	
Private <input type="checkbox"/>	Existing Septic System <input type="checkbox"/>	New Septic System <input type="checkbox"/>	Septic System Replacement <input type="checkbox"/>	
Storm Drainage				
Public <input type="checkbox"/>	Service Provider:	Will Serve Letter Provided <input type="checkbox"/>	Distance to Public Storm Drain:	
Private <input type="checkbox"/>	Existing On-site Retention Pond <input type="checkbox"/>	New On-site Retention Pond <input type="checkbox"/>	Natural Drainage <input type="checkbox"/>	
Electricity		Telephone Service		
Service Provider:	Distance to Service:	Service Provider:	Distance to Service:	
Fire Protection Service				
Service Provider:		Distance to Fire Station:		
School Service				
District:			Distance to School:	
Elementary:				
High School:				
Existing Roads				
Road/Street Name	R.O.W. Width	Pavement Width	Curb/Gutter	Sidewalks
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>



ENVIRONMENTAL INFORMATION

Water, Drainage and Flooding

Describe the current depth of the ground water and depth to potable water:

Describe any existing drainage courses or eroded areas on or near the project site (e.g. rivers, creeks, swales or drainage ditches):

Describe any areas subject to flooding (including flood depths and flood panel map number):

Land, Land Use and Biota

Describe the site's topography (e.g. land forms, slopes, etc.):

Describe agricultural land that will be lost as a result of the project (type of crops, acres, quality of soil, etc.):

Describe any wildlife habitat on-site and species that are of may be present:

Describe any vegetation on-site by type and extent:



Traffic and Transportation
Describe the amount and type of traffic that will be generated by the project:
Air Quality
Describe air pollutants that may result from the project (e.g. construction related dust, vehicle trips per day, fire places, incinerators, etc.):
Describe any hazardous materials/wastes that will be present on-site:
Other
Describe any items of historical or archaeological interest on-site (e.g. cemeteries or structures):
Describe any on-site or off-site sources of noise or vibration (e.g. freeway noise, heavy equipment, etc.):
Describe any on-site or off-site sources of light of glare (e.g. parking lot lighting, or reflective materials used):
Describe any on-site or off-site source of odor (e.g. agricultural wastes):
Describe any displacement of people that will be caused by the project (e.g. numbers of people, housing units):



AUTHORIZATION SIGNATURES

ONLY THE OWNER OF THE PROPERTY OR AN AUTHORIZED AGENT MAY FILE AN APPLICATION

I, the Owner/Applicant/Agent agrees to indemnify, defend (with counsel reasonably approved by County), and hold harmless the County and its officers, officials, employees, agents, boards and commissions (collectively "County") as follows:

1. INDEMNITY:

A. From and against any and all claims, demands, actions, proceedings, lawsuits, losses, damages, judgments and/or liabilities arising out of, related to, or in connection with the application and applied for project or to attack, set aside, void, or annul, in whole or in part, an approval of the applied for project by the County, the adoption of environmental review documents related to the applied for project, and any related development approvals or project conditions for the applied for project (hereinafter "Claim");

B. For any and all costs and expenses incurred by the County on account of any Claim, except where such indemnification is prohibited by law, including but not limited to damages, costs, expenses, attorney's fees, or expert witness costs that may be asserted by any person or entity, private attorney general fees claimed by or awarded to any party against the County, and the County's costs incurred in preparing an administrative record which are not paid by the petitioner.

C. Except as to the County's sole negligence or willful misconduct.

2. DEFENSE:

A. The County may participate or direct the defense of any Claim. The County's actions in defense of any claim shall not relieve me of any obligation to indemnify, defend, and hold harmless the County.

B. In the event of a disagreement between County and me regarding defense of any Claim, the County shall have the authority to control the litigation and make litigation decisions, including, but not limited to, the manner in which the defense is conducted.

C. If the County reasonably determines that having common counsel presents such counsel with a conflict of interest, or if I fail to promptly assume the defense of any Claim or to promptly employ counsel reasonably satisfactory to the County, then County may utilize the Office of the County Counsel or employ separate outside counsel to represent or defend the County, and I shall pay the reasonable attorneys' fees and costs of such counsel.

I, further, certify under penalty of perjury that I am (check one):

Legal property owner (owner includes partner, trustee, trustor, or corporate officer) of the property(s) involved in this application, or

Legal agent (attach proof of the owner's consent to the application of the properties involved in this application) and have been authorized to file on their behalf, and that the foregoing application statements are true and correct.

Print Name: _____ Signature: _____ Date: _____

Print Name: _____ Signature: _____ Date: _____

Print Name: _____ Signature: _____ Date: _____

Print Name: _____ Signature: _____ Date: _____

Print Name: _____ Signature: _____ Date: _____



SAN JOAQUIN
— COUNTY —

Greatness grows here.