

# CITY OF HANFORD

Application for: **CONDITIONAL USE PERMIT NO.** \_\_\_\_\_

City of Hanford  
Community Development Department  
317 North Douty Street  
Hanford, CA 93230  
Telephone: (559) 585-2580; Fax (559) 583-1633

Application Fees: \_\_\_\_\_  
Environmental Review Fee: \_\_\_\_\_  
Other Fees: \_\_\_\_\_  
Total Fees: \_\_\_\_\_  
Env. Rev. No. \_\_\_\_\_ File No. \_\_\_\_\_  
Receipt No. \_\_\_\_\_

The purpose of this review is to determine if the proposed development conforms to the provisions of the Zoning Ordinance. Only the owner or owner's agent may submit an application. When filing is done by mail, the signature must be notarized. The following information is necessary. Incomplete applications will not be accepted or acted upon. Please follow these directions and PRINT OR TYPE all information. Instructions for drawing a Plot Plan are on the reverse side. If the information requested is not applicable, write NA in the space provided. Feel free to use attachments to better illustrate or explain the project.

## **PART A: GENERAL INFORMATION**

OWNER	APPLICANT	ENGINEER/DESIGNER
NAME _____	_____	_____
ADDRESS _____	_____	_____
CITY _____	_____	_____
PHONE _____	_____	_____
EMAIL _____	_____	_____
PROJECT ADDRESS/LOCATION: _____		A.P.N.: _____
DESCRIPTION OF PROPOSAL: _____		
_____		
TYPE OF BUSINESS: _____		BUSINESS NAME: _____
SITE AREA: _____	NO. OF EMPLOYEES: _____	NO. OF ON-SITE PARKING SPACES: _____
SQ. FT. OF STRUCTURES: _____	SQ. FT. OF LARGEST STRUCTURE: _____	
WILL YOU SERVE FOOD? _____		WILL THERE BE A BURGLAR ALARM? _____

## **PART B: PLOT PLAN**

### 1. INSTRUCTIONS FOR DRAWING A PLOT PLAN

- Draw the plot plan on a paper that is a minimum of 8 ½ x 11 inches and a maximum of 24 x 37 inches. Make the scale large enough to show all details clearly. Submit twelve (12) copies with the application. In some cases, additional copies will be necessary. The following information is required on the plot plan:

- b. Address of the subject property and the assessor's parcel number.
  - c. Date, North Arrow, and scale of the drawing.
  - d. Dimensions of the exterior boundaries of the site.
  - e. Name all adjacent streets, roads, or alleys, showing right-of-way and dedication widths, reservation widths, and all types of improvements existing or proposed.
  - f. Locate and give dimensions of all existing and proposed structures on the property. Indicate the height and depth of the buildings and their distance to property lines.
  - g. Show internal circulation and loading space. Detail off-street parking, exits and entrances, complete with dimensions and number of parking spaces.
  - h. Show all fences, walls, and landscaping; their locations, heights, materials, and/or type.
  - i. Show all signs; their location, size, height, and material used.
  - j. Show location of existing and proposed water and sewer line.
  - k. Indicate method of storm water drainage.
  - l. Note any proposed method of fire protection.
  - m. The applicant should include any additional information that may be pertinent or helpful concerning this application.
  - n. Other data as required to permit the Community Development Department to make the required findings.
2. One legible, original copy of the Plot Plan reduced to 8 1/2" x 11".

### **PART C: PUBLIC HEARING REQUIREMENT**

The following must be provided:

- 1. An accurate, scaled drawing of the surrounding area for a minimum distance of three hundred feet (300') from each boundary of the site showing locations of existing streets, property lines.
- 2. Mailing labels with the names and last known addresses of the recorded legal owners of all properties within the 300-foot distance from the exterior boundary of the site.

### **PART D: CERTIFICATION**

#### **PROPERTY OWNER(S)**

I am (We are) the owner(s) of the land described hereinabove and shown on the accompanying map and hereby consent to the Conditional Use Permit request for this land.

\_\_\_\_\_  
Signature of Site Owner or Record

Name (Print)\_\_\_\_\_

#### **APPLICANT**

I declare under penalty of perjury that the foregoing is true and correct. Executed on \_\_\_\_\_ at \_\_\_\_\_, California.

\_\_\_\_\_  
Signature of Applicant

Name (Print)\_\_\_\_\_