



Community Development Department  
1 Plaza, PO Box 667  
Patterson, CA 95363  
Ph. 209.895.8020  
Fax 209.895.8019  
[www.ci.patterson.ca.us](http://www.ci.patterson.ca.us)

## GENERAL PLAN AMENDMENT

This information is provided as a guide to assist you in the preparation of the application for a **General Plan Amendment**. It is also intended to explain the process by which the City analyzes and acts upon the application.

### What is a General Plan Amendment?

The purpose of a General Plan Amendment is to allow for the amendment of the general plan, a comprehensive and long-term plan for the physical development of the area under the City's jurisdiction.

### Application Submittal

An application for a shall be filed by the property owner or their representative/agent on forms prescribed for this purpose. The application shall be submitted to the Planning Department, 1 Plaza (P.O. Box 667), Patterson, CA 95363.

### Processing the Application

The processing time for a completed application for a General Plan Amendment varies from one to three months depending on the complexity of the application, any required environmental documentation and public noticing requirements. A hearing before the Planning Commission will be scheduled and open to the public. It is recommended that the applicant or their agent attend the hearing to speak on behalf of the application and to answer questions the Planning Commission may have. Planning staff will prepare a staff report to the Planning Commission. The staff report contains an analysis of the application and a recommendation for action by the Planning Commission and recommendation to the City Council.

**Note:** If the application is not complete within thirty (30) days of receipt the City of Patterson Planning Department will deem the application incomplete, request additional information or return the application and application fee(s) to the applicant.



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## Procedure

### General Plan Amendment Review:

1. Pre-Application Conference with Planning Department Staff (Optional).
2. Submit Application.
3. Staff Review Application for Completeness.
4. Staff Evaluation of Application.
5. Staff Produces Staff Report and Recommendations.
6. Public Notice sent to the newspaper and surrounding properties at least 10 days in advance of the Planning Commission Hearing.
7. Planning Commission Meeting.
8. After meeting:
  - a. If Approved: Application is valid 10 business days after Planning Commission meeting, unless an aggrieved party appeals the Planning Commission decision to the City Council.
  - b. If Denied: Petitioner can appeal the decision of the Planning Commission to the City Council.

## Decisions and Appeal Process

After the Planning Commission has rendered a decision, you will receive written communication of this determination, and if approved, any conditions of the approval. Any interested party, aggrieved by the determination of the Planning Commission, may appeal this decision to the City Council, within ten (10) business days after such date of determination.

Approval of the application is not in effect until the appeal period has expired, or any appeal filed has been acted upon by the City Council. Appeals must be made in written form, addressed to the City Council and accompanied by the required fee of \$480.00.

## Application Contents

- A report which sets forth the justification for the General Plan amendment and provides the information necessary to explain the proposal
- Environmental Information Form
- Proof of owner's interest in property (copy of deed, tax bill, etc.)
- Location map and site plan if proposed amendment involves a change to General Plan land use designation
- Applicant may be required to contract for traffic and/or other impact studies, as determined by the City. Applicant to pay actual consultant costs, if applicable.
- \$2760.00 GENERAL PLAN AMENDMENT FEE**
- \$3400.00 GENERAL PLAN AMENDMENT WITH REZONE**



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**Note: Should your project require an environmental review, the applicant is responsible for the environmental filing fees (effective 1-1-2016) as follows:**

- Negative Declaration (ND) or Mitigated Negative Declaration (MND)\* \$2210.25
  - Environmental Impact Report (EIR)\* \$3070.00
  - Environmental Document Pursuant to a Certified Regulatory Program\* \$1043.75
  - County Clerk Processing Fee \$57.00
- (\*Department of Fish and Game Fees)

**Note: At least one copy of all the maps, site plans, floor plans, etc., must be provided as an 8.5 x 11" or 11" x 17" reproducible copy.**

All sections of the application shall be complete and accurate and the exhibits specified on the application form shall be submitted before an application shall be determined to be complete.

**If the application is not complete (See Materials Required) within 30 days of receipt, the City of Patterson Community Development Department will deem the application incomplete and return the application and application fee(s) to the applicant.**



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## Application for General Plan Amendment

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Applicant Name

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Mailing Address/City/State/Zip

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Phone Number

---

Email

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Property Owner

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Mailing Address/City/State/Zip

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Phone Number

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Email

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Property Description / Location:

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Description of the Physical development proposed if amendment(s) approved:

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List Assessor Parcel Numbers of any adjacent property owned by owner or applicant, now or in the past;

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List other permits/approvals required or already obtained for this project (date,agency,application/permit numbers):

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Assessor's Parcel Number(s) APN:

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Parcel/Lot Size/Acres



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**SIGNATURES:**

This application shall be signed by the owner of the property, a person with a power of attorney from the owner of the property, or, where publicly-owned property is involved, by the authorized agent.

I/we hereby apply for amendment of the City of Patterson's General Plan in accordance with §65350 et seq. of the California Government Code. The above information as well as plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct.

**APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**OWNER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_