



Community Development Department
1 Plaza, PO Box 667
Patterson, CA 95363
Ph. 209.895.8020
Fax 209.895.8019
www.ci.patterson.ca.us

SPECIFIC PLAN

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

What is a Specific Plan?

The purpose of a Specific Plan is to provide a vehicle for implementing the City's general plan on an area-specific basis. The specific plan serves as a regulatory document, consistent with the general plan. In the event there is an inconsistency or conflict between an adopted specific plan and comparable provisions of this title, the specific plan shall prevail. This section describes the process for adopting and amending specific plans and approving subsequent development under a specific plan.

Application Submittal

An application for a Specific Plan 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 Specific Plan varies 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.

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

Specific Plan 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.

Building Permits

Application for a Specific Plan does not constitute an application for a building permit. Separate building permit applications are required prior to any construction. Building permits shall not be issued until the appeal period has expired or any appeals filed have been acted upon by the City Council.



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Required Findings

In order to grant approval of a Specific Plan application, the Planning Commission/City Council must find the following:

- The proposed specific plan is consistent with the goals, policies, and objectives of the general plan, development agreement, or other implementation instrument.
- The specific plan will not adversely affect surrounding properties.

Application Contents

- Statement of relationship of the specific plan to the general plan.
- Policies for development and standards for regulation development within the plan area.
- The proposed land uses for all areas covered by the plan.
- The types and configurations of buildings to be included in all developments within the plan area.
- The location of and types of streets.
- Public facilities and infrastructure required to serve developments within the specific plan area.
- A parking and circulation plan for off-street parking areas showing the location of parking lots, the approximate number of spaces, and the approximate location of entrances and exits.
- Proposed conservation, open space, and/or recreation areas, if any.
- Any other programs, guidelines, or standards appropriate for the area covered by the specific plan.
- A completed Environmental Information Form (attached)
- Other information and/or attachments as may be required by the Community Development Director.
- "ACTUAL COST" - SPECIFIC PLAN FEE

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.



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Application for Specific Plan

Project #: _____

Name of Project / Development

Applicant Name

Mailing Address/City/State/Zip

Phone Number

Email

Property Owner

Mailing Address/City/State/Zip

Phone Number

Email

Property Description / Location:

Street Address

Assessor's Parcel Number(s) APN:

SIGNATURES:

The above information as well as the 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:** _____