

# CITY OF HANFORD

Application for: ADMINISTRATIVE APPROVAL NO.

City of Hanford  
Community Development Department  
317 N. Douty Street  
Hanford, CA 93230  
(559) 585-2580 FAX: (559) 583-1633

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

The purpose of this review is to determine if the proposal 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, and incomplete applications will not be accepted or acted upon. Please follow these directions and PRINT OR TYPE all information. Instructions for drawing a Site Plan (if necessary) begin below and are continued 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: \_\_\_\_\_ APN: \_\_\_\_\_

DESCRIPTION OF PROPOSED USE: \_\_\_\_\_

IF DAY CARE FOR 8 TO 14 CHILDREN, PLEASE ANSWER THE FOLLOWING QUESTIONS:

WHAT ARE PROPOSED HOURS OF OPERATION? \_\_\_\_\_

IS THERE A SWIMMING POOL AT THE PREMISES? \_\_\_\_\_

ARE YOU LICENSED BY THE STATE OF CALIFORNIA? \_\_\_\_\_ (IF YES, PLEASE ATTACH A COPY OF THE LICENSE.)

## PART B: SITE PLAN

INSTRUCTIONS FOR DRAWING A SITE PLAN:

- a. Draw the site plan on a paper that is a minimum of 8-1/2 x 11 inches and a maximum of 24 x 36 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 should be shown on the site plan:

1. Address of the subject property and the assessor's parcel number.
2. Date, North arrow, and scale of the drawing.
3. Dimensions of the exterior boundaries of the site.
4. Name all adjacent streets, roads, or alleys, showing right-of-way and dedication widths, reservation widths, and all types of improvements existing or proposed.
5. 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.
6. Show internal circulation and loading space. Detail off-street parking, exits and entrances, complete with dimensions and number of parking spaces.
7. Show all fences, walls, and landscaping, with their locations, heights, materials and/or type.
8. Show all signs, with their location, size, height, and material used.
9. Show location of existing and proposed water and sewer lines.
10. Indicate method of storm water drainage.
11. Note any proposed method of fire protection.
12. The applicant should include any additional information that may be pertinent or helpful concerning this application.
13. Other data as required to permit the Community Development Department to make the required findings.

b. Submit one legible, original copy of the Site Plan reduced to 8-1/2" x 11" (if the 12 copies submitted are larger than 8-1/2 x 11 inch size).

### **PART C: 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 Site Plan Review request for this land.

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Signature of Site Owner of Record

#### **APPLICANT**

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

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Signature of Applicant

NAME (Print) \_\_\_\_\_

NAME (Print) \_\_\_\_\_