

# PRELIMINARY HOUSING DEVELOPMENT (SB 330 & SB 35) PRE-APPLICATION FORM

## GENERAL INFORMATION

### WHAT IS A PRELIMINARY APPLICATION?

To increase transparency and certainty in the development review process, Senate Bill 330 (SB-330), the Housing Crisis Act of 2019, allows a housing developer seeking vesting rights to submit a “preliminary application” for a housing development project. A housing development project includes: (1) two or more residential units; (2) a mix of commercial and residential uses with at least two-thirds of the project’s floor area used for residential; or (3) transitional or supportive housing. This Preliminary Application also serves as the required Notice of Intent for projects utilizing Senate Bill 35 streamlining.

### WHAT DOES IT DO?

Upon submittal of this preliminary application and payment of the permit processing fee, a housing developer is allowed to “freeze” the applicable fees and development standards that apply to their project while they assemble the rest of the material necessary for a full application submittal. This form also serves as the Notice of Intent for applicants requesting Affordable Housing Streamlined Approval (SB-35) to initiate the mandatory Tribal Scoping Consultation process.

### WHAT HAPPENS AFTER I SUBMIT?

**Senate Bill 330** - After submitting this preliminary application to the City, an applicant has 180 days to submit a complete Application, or the preliminary application will expire. If the number of residential units or the floor area of construction project is revised by 20% or more, a new preliminary application and fee must be submitted. Projects must commence construction within 2-1/2 years of Final Approval.

**Senate Bill 35** - Prior to accepting an application for SB 35 approval, the City must notify relevant California Native American tribes about the proposed development. A notice of intent to submit an SB 35 application shall include a Preliminary Project Application pursuant to Government Code Section 65941.1, and architectural plans. If there is no response to the notification of intent or there is an agreement reached in a scoping consultation and the project application is deemed complete and eligible for SB 35 review, the project is eligible for SB 35 (ministerial) approval. If there is no agreement reached, a project is not eligible for SB 35 approval. Provided that the notification and scoping session result in either an agreement or no response, SB 35 timelines shall commence provided an SB 35 application is submitted.

# SUBMITTAL REQUIREMENTS

The following information must be provided prior to submitting the necessary formal planning Application(s). All forms must be completed and signed. ALL Required Project Information must comply with the [City's Universal Digital File Standards](#).

## FEES

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*Payment of fees is required for all pre-applications.*

**Fees** (Enhanced Service Fee under Environmental Assessment)

## PROJECT PLANS

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### Elevations

Provide elevations showing design, color, and material, and the building height of each building.

### Site Plan

Provide a site plan showing the location on the property and proposed structures. Show the location of any recorded public easement, such as easements for storm drains, water lines, and other public rights of way. Indicate location of any stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with Section 1600) of Division 2 of the Fish and Game Code.

# PRELIMINARY APPLICATION FORM

## APPLICATION TYPE (CHOOSE ONE)

Preliminary Housing Application (SB-330)       Affordable Housing Streamlined Approval (SB-35)

## RECORD INFORMATION

Submittal Date: \_\_\_\_\_

## PROPERTY INFORMATION

Project Address: \_\_\_\_\_

Assessor Parcel Number (APN): \_\_\_\_\_

Zone: \_\_\_\_\_

## PROJECT DATA

### EXISTING

### PROPOSED

### DEMOLISHED

	EXISTING	PROPOSED	DEMOLISHED
Residential Units – Number			
Residential Units – Floor Area (Sq. Ft.)			
Nonresidential – Land Uses			
Nonresidential – Floor Area (Sq. Ft.)			
Parking Spaces			

## UNIT INFORMATION

If units are being demolished, indicate number

Occupied: \_\_\_\_\_

Not Occupied: \_\_\_\_\_

Are any approvals under the Subdivision Map Act requested?     YES     NO

New below-market rate units?     YES     NO    If yes, affordability level: \_\_\_\_\_

New density bonus units?     YES     NO    If yes, describe any incentives, concessions, waivers, or parking reductions per Government Code 65915: \_\_\_\_\_

## OWNER'S INFORMATION

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

## APPLICANT'S INFORMATION SAME AS ABOVE

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

ZIP: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**PROJECT DESCRIPTION**

Describe the **existing development** on site including all existing uses, parking, and size of buildings:

[Empty text box for describing existing development]

Explain the **proposed project** including size of additions and any new buildings, units, or uses:

[Empty text box for describing proposed project]

# SITE FEATURES

Indicate if any portion of the property includes any of the following environmental, historic or cultural resources.

## Environmental, Historic, or Cultural Resources

Does the site contain any of the following:	YES	NO	N/A
1. A <b>very high fire hazard severity zone</b> , as determined by the Department of Forestry and Fire Protection pursuant to Section 51178	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. <b>Wetlands</b> , as defined in the US Fish and Wildlife Service Manual, Part 660 FW 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. A <b>hazardous waste site</b> that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. A special <b>flood hazard area</b> subject to inundation by the 1 percent annual chance flood (100-year flood) as determined by the Federal Emergency Management Agency in any official maps published by the Federal Emergency Management Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. A delineated <b>earthquake fault zone</b> as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the CA Building Standards Commission under the CA Building Standards Law (Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (Section 8875) of Div. 1 of Title 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. A <b>stream</b> or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (Section 1600) of Division 2 of the Fish and Game Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Any proposed point sources of <b>air or water pollutants</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Any <b>species</b> of special concern known to occur on the property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Any <b>historic or cultural resources</b> known to exist on the property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# APPLICANT'S AFFIDAVIT

**Under penalty of perjury the following declarations are made:**

- a. The undersigned is the owner or authorized agent of the owner of this property.
- b. The information presented is true and correct to the best of my knowledge.
- c. **Limit of Review.** I understand this pre-application is not a development application and is strictly for the purposes of Senate Bill 330, the Housing Crisis Act of 2019; or Senate Bill 35, the Affordable Housing Streamlined Approval Process of 2017. I understand the City of Santa Rosa has not made a determination as to the accuracy of any of the information submitted.
- d. **Public Record.** I understand that any information provided becomes part of the public record and can be made available to the public for review and posted to the City website.
- e. **Owner/Agent Authorization.** If the Applicant is not the Property Owner, both the Property Owner and Applicant must sign this affidavit. By signing this affidavit, the Property Owner authorizes the Applicant listed in this application to act as the Property Owner's agent on all matters in connection with this pre-application.

## PROPERTY OWNER:

\_\_\_\_\_  
*Owner's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Owner's Name (printed)*

**APPLICANT:**  SAME AS ABOVE

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Applicant's Name (printed)*

\_\_\_\_\_  
*Title (Architect, etc.)*

## STAFF USE ONLY: SUBMITTAL DATE STAMP

*Submission of all the information listed and payment of the permit processing fee freezes development standards as of this date, unless exceptions per Government Code §65889.5(o) are triggered.*

City authorization date goes here