



## CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street  
San Juan Bautista, Ca 95045

## PLANNING DEPARTMENT

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### APPLICATION REQUIREMENTS FOR ZONING TEXT AMENDMENT

A Zoning Text amendment is required for property owners who wish to amend the text of the Zoning Ordinance.

#### **APPLICATION REQUIREMENTS FOR ZONING ORDINANCE TEXT AMENDMENT:**

- Required processing deposit of \$3,675 (Additional fees for processing the application may be charged to the applicant).
- All items described and specified by Chapter 10-2, Article 4 & 5 of the City Municipal Code (refer to the attached sheets or to the City Website).
- \$262.50 fee for a Notice of Exemption (NOE), or
- CEQA Review (IS/MND or EIR). The applicant shall either submit an appropriate level CEQA document (IS/MND or EIR) prepared for the project by the applicant, to the City for peer review and processing OR submit a deposit in the amount of \$5,300 to be used for the preparation of an appropriate CEQA document. Fees will be charged to the applicant on a Time and Materials basis, using approximately \$222.00 per hour.
- Notice of Determination (NOD). An additional fee is charged by the California Department of Fish and Game for their review of all environmental documents: Check with the California Department of Fish and Game for the fee. There is also a County Recording fee. Fees are updated each year. Check with County Recorders Office for exact fees.
- Planning Application Cover Page
- Applicant Agreement to Pay Processing Fees for Land Use Application form
- Environmental Information Form
- Specific proposed text changes.
- Typed mailing labels addressed to the current property owners and occupants of all units located on properties within 300' of the project site's property lines. Mailing labels for occupants of rental units will be addressed to "Occupant". This information can be obtained from the Assessor's Roll at the San Benito County Assessors office.

**Note:** All items must be included in the application in order for it to be deemed complete. Failure to include the requested items may result in a delay of the application process.