

SB 330 Housing Crisis Act of 2019 Preliminary Application

Form ID: PER-310

This form serves as the **preliminary application for housing development projects seeking vesting rights pursuant to SB 330**, the Housing Crisis Act of 2019.

An applicant for a housing development project includes either (1) residential units; (2) a mix of commercial and residential uses with two-thirds of the project's square footage used for residential purposes; or (3) transitional or supportive housing. The development proponent (i.e., Applicant) shall be deemed to have submitted a preliminary application upon provision of all of the information listed in this Preliminary Application Form and payment of the filing fee.

Filing Fee. The filing fee for this preliminary application is a flat fee of one hour of Planning Review (PRF) as provided on the [Planning Fee Schedule](#). This fee is due at the time of application submittal.

Preliminary Application Expiration

After submitting this Preliminary Application and filing fee to Planning and Environmental Review (PER), an applicant has 180 calendar days to submit a complete planning entitlement application for the proposed housing development project, or the Preliminary Application will expire.

Planning Staff Only. Please produce the "Received" stamp below. Submittal of all the information listed and payment of the filing fee freezes fees and development standards as of this date, unless exceptions per Government Code § 65889.5(o) are triggered.



Additional Notes

1. Applicants intending to invoke vesting rights pursuant to SB 330 Housing Crisis Act of 2019 must fill out this application completely and provide all required supporting documentation for each question as applicable to demonstrate eligibility along with the required application filing fee of one hour of Planning Review (PRF). Incomplete applications that do not address each question and/or include required attachments or supporting documentation will not be accepted and signed off by staff as received and therefore your request will not be considered vested. **Signature on this form does not indicate project review has begun. Project review will commence once a full application for the necessary entitlements needed to pursue the project**

described in this Preliminary Application has been submitted and deemed complete for processing.

2. California Environmental Quality Act (CEQA) will apply; however, CEQA review will not be conducted until a complete planning entitlement application for the project has been received.
3. After submittal of this Preliminary Application Form, if the development proponent (Applicant) revises the project such that the number of residential units (excluding any increase resulting from Density Bonus Law) or square footage changes by 20 percent or more, the Applicant must resubmit a new Preliminary Application Form reflecting the revisions and pay the applicable processing fee. The date PER receives the new Preliminary Application Form and payment is processed, will be the new vesting date.

Required Exhibits:

- ✓ **Site Plan** - A site plan showing the building(s) location on the property and approximate square footage of each building that is to be occupied.
- ✓ **Elevations** - Elevations showing design, color, material, and the massing and height of each building that is to be occupied.

Site Information

Project Site Address(es): _____

Project Assessor Parcel Number(s): _____

Assessor Parcel Number (APN). To find the APN for your property, visit the Assessor’s Parcel Viewer at assessorparcelviewer.sacounty.gov.

Zoning Designation: _____ Existing Parcel Gross Acres: _____

Lot Legal Description (Lot/Block/Tract):

If more space is needed, please attach legal description as a separate attachment.

Existing Uses. List the existing uses on the project site and identification of major physical alterations to the property on which the project is to be located

Proposed Uses. List the proposed land uses by number of units and square feet of residential and nonresidential development using the land use categories in Table 3.1 and as permitted in the applicable zoning district.

Residential Dwelling Unit Count. Please indicate the number of dwelling units proposed, including a breakdown of levels by affordability, set by each income category:

Number of Market Rate Units: _____

Number of Manager's Units (Market Rate): _____

Number of Extremely Low Income Units: _____

Number of Very Low Income Units: _____

Number of Low Income Units: _____

Number of Moderate Income Units: _____

Total Number of Units: _____

Total Number of Affordable Units: _____

Total Number of Density Bonus Units: _____

Other notes or comments on proposed units:

Floor Area. Provide the proposed floor area and square footage of residential and nonresidential development; by building (attach relevant information by building and totals here):

Floor Area Ratio for Residential Development: _____

Floor Area Ratio for Nonresidential Development: _____

Total Development Floor Area Ratio: _____

Square Footage of Residential Development: _____

Square Footage of Nonresidential Development: _____

Total Development Square Footage: _____

Parking. Provide the total number of proposed parking spaces. For mixed-use developments, separate the number of parking spaces for Residential and Non-Residential uses in the table below. Refer to Table 5.19 for Residential Parking Requirements. For Non-Residential uses, refer to Tables 5.20, 5.21 & 5.22.

Is the Project Site within ¼ mile of Transit Stop?

Yes, the project is within a quarter mile of a Transit Stop.

No, the project is more than a quarter mile from a Transit Stop.

[Transit stop refers to stops along a light rail line, bus rapid transit line, or other trunk line providing high frequency bus service with 20 minute or better headways, which is in existing service, under construction, or planned for service in Regional Transit's Short-Range Transit Plan Ten Year Capital Program of Projects.]

Number of Studio Units: _____ Number of Parking Spaces for Studios: _____

Number of 1-Bedroom Units: _____ Number of Parking Spaces for 1-Bedroom Units: _____

Number of 2-3 Bedroom Units: _____ Number of Parking Spaces for 2-3 Bedroom Units: _____

Number of 4+ Bedroom Units: _____ Number of Parking Spaces for 4+ Bedroom Units: _____

Number of Visitor / Guest Parking Spaces: _____

Total Residential Parking Spaces: _____

Non-Residential Uses (if applicable): _____

Non-Residential Uses Square Footage: _____

Non-Residential Uses Number of Parking Spaces: _____

Total Non-Residential Parking Spaces: _____

Affordable Housing Incentives, Waivers, Concessions and Parking Reductions. Will the project proponent seek Density Bonus incentives, waivers, concessions, or parking reductions pursuant to California Government Code Section 65915?

- Yes, the proposed project includes incentives, waivers, concessions, and/or parking reductions.
- No, the proposed project does not include incentives, waivers, concessions, and/or parking reductions.

If **yes**, please describe the requested incentives, waivers, concessions, or parking reductions:

Subdivision. Will the project proponent seek any approvals under the Subdivision Map Act, including, but not limited to, a parcel map, a vesting or tentative map, or a condominium map?

- Yes, the proposed project includes a request for a Subdivision Map Act approval.
- No, the proposed project does not include a request for a Subdivision Map Act approval.

If **yes**, please describe the requested Subdivision Map Act approval:

Pollutants. Are there any proposed point sources of air or water pollutants?

- Yes, there are proposed point sources of air or water pollutants.
- No, the proposed project does not include proposed point sources of air or water pollutants.

If **yes**, please describe the proposed point source of air or water pollutants:

Existing Site Conditions. Provide the number of existing residential units on the project site that will be demolished and whether each existing unit is occupied or unoccupied. Provide an additional attachment, if needed.

Existing occupied number of residential units: _____

Existing unoccupied number of residential units: _____

Existing total residential units: _____

Proposed occupied residential units to be demolished: _____

Proposed unoccupied residential units to be demolished: _____

Proposed total residential units to be demolished: _____

Additional Site Conditions

Please check the appropriate box if a portion of the property is located within any of the following:

A very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection, pursuant to Section 51178?

- Yes, a portion of or all of the property is within a very high hazard severity zone.
 - No, none of the property is within a very high hazard severity zone.
-

Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993)?

- Yes, a portion of or all the property contains wetlands.
 - No, none of the property contains wetlands.
-

A hazardous waste site 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?

- Yes, a portion of or all the property is within a specified hazardous waste site.
 - No, none of the property is within a specified hazardous waste site.
-

A special flood hazard area subject to inundation by the 1 percent annual chance flood (100-year flood) as determined by any official maps published by the Federal Emergency Management Agency?

- Yes, a portion of or all the property is within a specified flood hazard area.
 - No, none of the property is within a specified flood hazard area.
-

A delineated earthquake fault zone 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 California Building Standards Commission under the California 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 (commencing with Section 8875) of Division 1 of Title 2?

- Yes, a portion of or all the property is within a delineated earthquake fault zone.
 - No, none of the property is within a delineated earthquake fault zone.
-

A 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?

- Yes, a portion of or all the property contains a specified stream or other resource.
 - No, none of the property contains a specified stream or other resource.
-

If **yes** to any of the previous six questions, please describe:

Does the project site contain any species of special concern?

- Yes, the project site contains a species of special concern.
- No, the project site does not contain a species of special concern.

If **yes**, please describe the species of special concern on site:

Does the project site contain any recorded public easement, such as easements for storm drains, water lines, and other public rights of way?

- Yes, the project site contains a recorded easement and/or other public rights of way.
- No, the project site does not contain any recorded easement and other public rights of way.

If **yes**, please describe the recorded public easement and/or other public right of way on site:

Does the project site contain a 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? Provide an aerial site photograph showing existing site conditions of environmental site features that would be subject to regulations by a public agency, including creeks and wetlands.

- Yes, the project site contains a specified stream or other resource.
- No, the project site does not contain a specified stream or other resource.

If **yes**, please describe the stream or other resource and depict it in an attached site map:

Contact Information

Applicant Information:

Applicant Name (first and last name): _____

Applicant Company (if applicable): _____

Applicant Address (Street number, street name, city, and ZIP code):

Applicant Phone Number: _____

Applicant Email Address: _____

Owner or Agent of Owner's Information:

Owner or Agent of Owner's Name (first and last name): _____

Owner or Agent of Owner's Company (if applicable): _____

Owner or Agent of Owner's Address (Street number, street name, city, and ZIP code):

Owner or Agent of Owner's Phone Number: _____

Owner or Agent of Owner's Email Address: _____

Other Contact #1 Information (Optional):

Other Contact #1 Relation to Project: _____

Other Contact #1 Name (first and last name): _____

Other Contact #1 Company (if applicable): _____

Other Contact #1 Address (Street number, street name, city, and ZIP code):

Other Contact #1 Phone Number: _____

Other Contact #1 Email Address: _____

Other Contact #2 Information (Optional):

Other Contact #2 Relation to Project: _____

Other Contact #2 Name (first and last name): _____

Other Contact #2 Company (if applicable): _____

Other Contact #2 Address (Street number, street name, city, and ZIP code):

Sacramento County
Planning & Environmental Review
827 7th St, Room 225, Sacramento, CA 95814
sacplan@saccounty.gov | (916) 874-6141

Other Contact #2 Phone Number: _____

Other Contact #2 Email Address: _____

Billing Party

Select **one** Billing Party:

- Applicant Owner or Agent of Owner Other Contact #1 Other Contact #2

Compliance Acknowledgment

By signing below you acknowledge that the submitted preliminary application is complete, contains the required information (supporting documentation), and that you are requesting vesting rights pursuant to SB 330 Housing Crisis Act of 2019.

Applicant Name: _____

Applicant Signature: _____ Date: _____

PROPERTY OWNER AFFIDAVIT

Before the application can be accepted, the owner of each property involved must provide a signature to verify the Preliminary Application is being filed with their knowledge. Staff will confirm ownership based on the records of the County Assessor. In the case of partnerships, corporations, LLCs or trusts, the agent for service of process or an officer of the ownership entity so authorized may sign as stipulated below.

- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying the agent for service of process or an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25 percent interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.
- **Letter of Authorization (LOA).** A LOA from a property owner granting someone else permission to sign the Preliminary Application form may be provided if the property is owned by a partnership, corporation, LLC or trust, or in rare circumstances when an individual property owner is unable to sign the Preliminary Application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized to file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items 1-3 below. In the case of partnerships, corporations, LLCs or trusts, the LOA must be signed by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.
- **Grant Deed.** Provide Copy of the Grant Deed if the ownership of the property does not match local records. The Deed must correspond exactly with the ownership listed on the application.
- **Multiple Owners.** If the property is owned by more than one individual (e.g., John and Jane Doe, or Mary Smith and Mark Jones) signatures are required of all owners. Submit additional forms as needed.

1. I hereby certify that I am the owner of record of the herein previously described property located in _____ which is involved in this Preliminary Application, or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC, or trust as evidenced by the documents attached hereto.
2. I hereby consent to the filing of this Preliminary Application on my property for processing by Sacramento County Planning and Environmental Review for the sole purpose of vesting the proposed housing project subject to the Planning and Zoning ordinances, policies, and standards adopted and in effect on the date that this Preliminary Application is deemed complete.
3. Further, I understand that this Preliminary Application will be terminated and vesting will be forfeited if the housing development project is revised such that the number of residential units or square footage of construction increases or decreases by 20 percent or more, exclusive of any increase resulting from the receipt of a density bonus, incentive, concession,

waiver, or similar provision, and/or an application requesting approval of an entitlement is not filed within 180 days of the date that the Preliminary Application is deemed complete.

4. By my signature below, I certify that the foregoing statements are true and correct.

Owner or Owner's Agent's Name: _____

Owner or Owner's Agent's Signature: _____ Date: _____

Owner #2's Name (if applicable): _____

Owner #2's Signature: _____ Date: _____

Owner #3's Name (if applicable): _____

Owner #3's Signature: _____ Date: _____