



City of Cotati
Community Development
Department
 201 W Sierra Avenue
 Cotati, CA 94931
 (707) 665-3636
permits@cotaticity.gov

DEPARTMENT USE ONLY	
PA #:	
Filing Date:	
Receipt No.:	
Received by:	
Associated PA #s:	
Environmental Review:	<input type="checkbox"/> Required <input type="checkbox"/> Exempt

SB 35 STREAMLINED HOUSING APPLICATION

SB 35 applications are filed with the Community Development Department. Applicants must also submit all items from the SB 35 Checklist plus all items from the checklist for any other required planning approval. Contact the Department regarding any questions about the application requirements prior to submittal. Note that only one copy of redundant submittal items is necessary.

Project Site Information:

Project Name: _____

Address(es): _____

Assessor's Parcel Number(s): _____

Size of Project Site (Acres and Square Feet): _____

Applicant Information (Primary Contact):

Contact Name/Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

Application Representative Information (if different from applicant - this will be the primary contact):

Contact Name/Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

Property Owner Information: Property owner's signature required on page 3

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

1. Number of units proposed total: _____
2. Number of affordable units: _____
3. Number of parking spaces proposed: _____
4. Is this a 100% affordable project? YES NO
5. Will this project use SB 35 in conjunction with the State Density Bonus? (if yes, submit the Density Bonus Checklist and submittals) YES NO
6. Is this project a “public work” as defined in Government Code Section 65913.4(a)(8)(A)? YES NO
7. Does this project propose a subdivision? (if yes, the project must qualify for exception to the subdivision exclusion and submit the Subdivision Checklist and submittals) YES NO
8. Will the project remove any trees that require a Tree Removal Permit? (if yes, submit a Tree Removal Application)
 YES NO

Brief Project Description:

SB 35 Eligibility Checklist

1. Are at least 50% of the proposed residential units dedicated as affordable to households at or below 80% AMI for either rental or ownership projects? YES NO
2. Is the subject property zoned for residential use, AND does the project propose a multifamily housing development (2 or more units) or a mixed-use project where at least 2/3 of the square footage is dedicated to residential uses? YES NO
3. Is at least 75% of the perimeter of the site adjoining parcels currently or formerly developed with “urban uses,” and located on a property that is not within a coastal zone, prime farmland or farmland of statewide importance, wetlands, a high fire hazard severity zone, hazardous waste site, a delineated earthquake fault zone, a flood plain, a floodway, a habitat for protected species, under a conservation easement, or on a parcel governed by the Mobilehome Residency Law, Recreational Vehicle Park Occupancy Law, Mobilehome Parks Act, or Special Occupancy Parks Act? YES NO
4. Does the project leave intact any housing units that were occupied by tenants in the last 10 years; or are/were subject to any form of rent or price control, a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low incomes? YES NO
5. Does the project leave intact historic structures that have been placed on a national, state, or local historic register? YES NO
6. Does the project provide at least one parking space per unit, or is the project exempt from providing parking per the criteria noted in SB-35? YES NO
7. Does the project meet objective standards of the regulations applicable to the subject property(ies), including density and design standards? YES NO
8. For projects of over 10 units, will the entire development be a “public work” as defined in Government Code Section 65913.4(a)(8)(A), or will construction workers be paid at least the prevailing wage? YES NO
9. For projects of 75 or more units, and are not 100 percent subsidized affordable housing, will a “skilled and trained” workforce be used to complete the development? YES NO
10. If a land subdivision is required, is the project financed with low-income housing tax credits and will prevailing wages be paid to a trained and skilled workforce, or contain 75 or more units that are not 100 percent subsidized affordable housing? YES NO

Applicants must check the box below if the completed checklist demonstrates eligibility for SB-35 streamlining:

- As demonstrated by the completed SB-35 eligibility checklist above, the project is eligible for application streamlining and ministerial approval per Government Code §65913.4 and I hereby request that the City of Cotati utilize the SB-35 application processing procedures for this application.

Applicant’s Signature

Date

DISCLOSURE FORM

Please provide the name of each individual, partnership, corporation, LLC, or trust who has an interest in the proposed project. Include the names of all applicants, developers, property owners, and each person or entity that holds an option on the property.

Individuals:	Identify all individuals with ownership options and/or interests in the property
Partnerships:	Identify all general and limited partners
Corporations and LLCs:	Identify all members, managers, partners, officers, directors, and major shareholders.
Trusts:	Identify all trustees and beneficiaries.

Full Name: _____

Address: _____

Full Name: _____

Address: _____

Full Name: _____

Address: _____

Additional names and addresses attached: Yes No

COPYRIGHT MATERIAL RELEASE

To the extent that your application submittal packet includes plans or drawings prepared by a licensed, registered or certified professional, as defined pursuant to the California Health and Safety Code Section 19851 or Business and Professions Code Section 5536.25, such as a licensed engineer, architect or other design professional, the City must first obtain the signature release and permission of said professional prior to publication or reproduction of any such plans or drawings. Such drawings and plans may also be protected by copyright laws. The City of Cotati hereby requests permission to reproduce and publish plans and drawings submitted with your application packet for purposes of more effectively and efficiently facilitating the entitlement review process, including making plans and drawings available on the City's website for public review and providing electronic reproductions to the City's review authorities. The purpose of this request is limited solely to the purpose of facilitating the timely review of this application, and the plans and drawings will not be utilized by the City for other purposes. To assist the City in this process, please provide below the signatures of all of those who have prepared plans and drawings to be submitted with this application.

Engineer/Surveyor Name: _____

Email Address: _____ Phone: _____

ENGINEER/SURVEYOR'S SIGNATURE _____

Architect/Designer Name: _____

Email Address: _____ Phone: _____

ARCHITECT/DESIGNER'S SIGNATURE _____

Landscape Architect/Designer Name: _____

Email Address: _____ Phone: _____

LANDSCAPE ARCHITECT/DESIGNER SIGNATURE _____

AGREEMENTS

PLEASE READ EACH STATEMENT AND CHECK EACH BOX BELOW INDICATING CONSENT

DEPOSIT AGREEMENT To comply with Ordinance No. 692 the Community Development Department utilizes a cost recovery system for staff time and the costs of any City Consultants performing work on your project, as well as all other costs associated with processing applications received by the City. To implement this system, the City collects a deposit to cover these estimated costs. The amount of the deposit varies based on the type of applications received. Applicant agrees to be responsible for the payment of all costs (including staff costs at fully burdened hourly rates and City consultant costs) and fees, direct and indirect, associated with the processing of this application even if the application is withdrawn and/or not approved. Any remaining portion will be refunded to the applicant upon written request to the Administrative Services Department and confirmation from the City's project manager that all outstanding charges have been processed.

INTEREST ACCRUAL In addition to the initial deposit made at the time of the application submittal, the applicant may be required to make further deposits for anticipated work. Invoices are due and payable within fifteen (15) days after the invoice date. Any account with an overdrawn balance for more than 30 days following the invoice date will be assessed a 3% interest charge for the first 30 days. Interest rates will then increase by 1% for every subsequent 30-day period of delinquency, up to a maximum rate of 5%.

MINIMUM BALANCE Your deposit account will be required to always maintain a minimum balance equal to 25% of your original deposit amount. Should the amount on deposit fall below that 25% minimum, you will be asked to remit the amount due for services rendered plus the additional amount needed to maintain the 25% balance. Should your account become delinquent or fall below a zero balance, work will stop on your application processing. No work shall proceed until deposits or deposit replenishments are received.

INDEMNIFICATION AGREEMENT The Applicant agrees to defend, indemnify, and hold harmless the City of Cotati, its agents, officers, council members, employees, boards, commissions and committees (collectively, the "Indemnitees"), from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul any approval of the applications or related decision, or the adoption of any environmental documents or negative declaration which relates to the approval. This indemnification shall include, but is not limited to, all damages, costs, expenses, attorney fees or expert witness fees that may be incurred by the City or awarded to the prevailing party arising out of, or in connection with, the approval of the application or related decision, whether or not there is concurrent, passive or active negligence on the part of the Indemnitees. If for any reason, any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of this agreement shall remain in full force and effect and shall be interpreted to allow the broadest indemnity allowed by law. In the event that applicant is required to defend the Indemnitees in connection with any such claim, action or proceeding, the City shall retain the right to (i) approve the counsel to so defend the Indemnitees, (ii) approve significant decisions concerning the matter in which the defense is conducted, and (iii) approve any and all settlements, which approvals shall not be unreasonably withheld by City. The City of Cotati shall have the right to appear and defend its interest in an action through the City Attorney or outside council.

ELECTRONIC/DIGITAL SIGNATURE DISCLOSURE I understand and agree that (i) electronically signing and submitting any document(s) to the City of Cotati legally binds me in the same manner as if I had signed in a non-electronic or non-digital form, and (ii) the electronically stored copy of my signature, any written instruction or authorization and any other document provided to me by the City of Cotati, is considered to be the true, accurate and legally enforceable record in any proceeding to the same extent as if such documents were originally generated and maintained in printed form. I agree not to contest the admissibility or enforceability of the City of Cotati's electronically stored copy of any other documents. By using the system to electronically sign and submit any document, I agree to the terms and conditions of this Electronic/Digital Signature Disclosure.

By signing below, I am documenting that I am the applicant or legally authorized representative and have read this information and agree with all of the above. I further certify that all of the information included in this application is true and correct.

Applicant's Signature: _____ Date: _____

PROPERTY OWNER'S CONSENT I declare under penalty of perjury that I am the owner of said property or have written authority from property owner to file this application. I certify that all of the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

Property Owner's Signature: _____ Date: _____