



PD _____

PLANNED DEVELOPMENT

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED) :

PROJECT ADDRESS _____

EXISTING ZONE CLASSIFICATION _____

PROPOSED ZONE CLASSIFICATION _____

APPLICANT(S) NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

E-MAIL ADDRESS _____

TELEPHONE NO. _____

PROPERTY OWNER(S) NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

E-MAIL ADDRESS _____

TELEPHONE NO. _____

Under a separate sheet, provide a narrative explaining the planned development request. Please address all of the information listed under section 9107.15 of the Arcadia Development Code within the narrative. Include whatever supporting documentation you feel is necessary to address the information required. Additionally, please provide a brief project description in the lines below.

THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT. IN ADDITION, I/WE HEREBY GRANT THE CITY OF ARCADIA PERMISSION TO POST THE ARCHITECTURAL PLANS ASSOCIATED WITH THIS APPLICATION ONLINE.

APPLICANT'S SIGNATURE_____
DATE_____
PROPERTY OWNER'S SIGNATURE_____
DATE

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

EXPLAIN IN DETAIL WHEREIN YOUR CASE CONFORMS TO THE FOLLOWING FINDINGS (Use a separate sheet to answer the following questions):

1. The Planned Development Permit will:
 - a. Be allowed within the subject base zone;
 - b. Be consistent with the purpose, intent, goals, policies, actions, and land use designations of the General Plan and any applicable specific plan;
 - c. Be generally in compliance with all of the applicable provisions of this Development Code relating to both on-site and off-site improvements that are necessary to accommodate flexibility in site planning and property development and to carry out the purpose, intent, and requirements of this Section and the subject base zone, including prescribed development standards and applicable design guidelines, except for those provisions modified in compliance with this Section; and
 - d. Ensure compatibility of property uses within the zone and general neighborhood of the proposed development.

2. The proposed project will produce a comprehensive development of superior quality and excellence of design (e.g., appropriate variety of structure placement and orientation opportunities, appropriate mix of structure sizes, high quality architectural design, significantly increased amounts of landscaping and improved open space, improved solutions to the design and placement of parking and loading facilities, incorporation of a program of highly enhanced amenities [e.g., additional public art], LEED or other “green” related standards, etc.) than might otherwise occur from more typical development applications;

3. Proper standards and conditions have been imposed to ensure the protection of the public health, safety, and general welfare;

4. Proper on-site traffic circulation (e.g., pedestrian and vehicular) and control is designed into the development to ensure access for fire suppression and police surveillance equal to or better than what would normally be created by compliance with the minimum setback and parcel width standards specified in Division 2 (Zones, Allowable Uses, and Development Standards);

5. The subject parcel is adequate in terms of size, shape, topography, and circumstances to accommodate the proposed development;

6. Adequate public services and facilities exist, or will be provided, in compliance with the conditions of approval, to serve the proposed development and the approval of the proposed development will not result in a reduction of public services to properties in the vicinity to be a detriment to public health, safety, and general welfare;

7. The proposed development, as conditioned, will not have a substantial adverse effect on surrounding property or their allowed use;

8. If the development proposes to mix residential and commercial uses whether done in a vertical or horizontal manner, the residential use is designed in a manner that it is appropriately buffered from the commercial use and is provided sufficiently enhanced amenities to create a comfortable and healthy residential environment and to provide a positive quality of life for the residents. The enhanced amenities may include additional landscaping, additional common and/or private open space, private or separated entrances, etc;

9. The design, location, operating characteristics, and size of the proposed development will be compatible with the existing and future land uses in the vicinity, in terms of aesthetic values, character, scale, and view protection; and

10. The applicant agrees in writing to comply with any and all of the conditions imposed by the Review Authority in the approval of the Planned Development Permit.

FILING REQUIREMENTS

Note: The filing requirements below are applicable to the actual Planned Development filing. Prior to the actual filing, Planned Development applications are subject to a pre-application meeting.

Incomplete applications will not be scheduled for public hearing. If it is determined after an application is filed that further information is necessary, a hearing will not be scheduled until said information is provided and the application deemed complete. To ensure that your application package is ready for review, please check-off the boxes next to the required application materials.

- ☐ Completed application form
- ☐ An Ownership Disclosure is required if the property is owned by a corporation, partnership, trust, or non-profit. The disclosure must reveal the agent for service of process or an officer of the ownership entity. The disclosure must list the names and addresses of all the owners and you must attach a copy of the current corporate articles, partnership agreement, trust, or non-profit document, as applicable.
- ☐ A survey of the site prepared by a licensed Surveyor/Engineer
- ☐ Filing Fee - \$9,572
- ☐ In addition to the filing fee, **two separate checks** in the amount of \$75.00 **each** payable to the Los Angeles County Recorder are required when the application is deemed complete by the Planner.

These fees are charged by the County for the filing of the "Public Hearing Notice/Notice of Intent" and "Notice of Determination/Certificate of Fee Exemption" for your project. Your project is not operative, vested or final until the handling fee is paid to the County and the documents are filed.

If your project is denied, the above mentioned check will be returned to you.

- ☐ A radius map and mailing list:
 - ☐ A 300 foot radius map and a mailing list in an Excel format and one set of labels. The mailing list must be in an Excel format and saved on a flash drive. Each lot must be consecutively numbered to correspond to the property owners list, map and Excel spreadsheet.

The spreadsheet must identify the following fields: 1) Assessor's Parcel Number; 2) Property Owner's Name; 3) Mailing Address; 4) City, State, and Zip Code. Each column heading must be in the same order as listed above.

The names and addresses of current property owners may be obtained at the Los Angeles County Assessor's office.

Alternatively, applicants may retain the services of a mapping consultant to generate the radius map, labels and electronic address list on an Excel spreadsheet on their behalf. A list of local mapping consultants may be obtained at the Planning Services offices.

- ☐ A separate label sheet, providing 3 labels each for the property owner, applicant, architect, contractor, and anyone else with an interest in the project that is to be contacted/copied with any relevant correspondence.

- ❑ Plans and Elevations: four (4) sets of full size architectural plans must be drawn to scale showing all dimensions necessary to determine compliance with the Arcadia Development Code Code. i.e., parking spaces, driveway areas, landscape areas, building sizes, building heights, setbacks from all property lines and curbs of adjacent streets, one (1) copy of 11" x17" reduced size plans and a digital copy in PDF on a USB flash drive of the aforementioned documents must be provided.

The following information shall be CLEARLY DELINEATED on all preliminary plans:

- a. Scale and North arrow.
 - b. Street addresses and Assessor's Identification Number(s) (AIN) of lot or lots proposed for development.
 - c. Size and location of lot or lots proposed for development with accurate dimensions.
 - d. Location and size of all proposed structures (new and/or existing).
 - e. Location, size and number of all parking stalls.
 - f. Location of all landscaped areas. Percentage of landscaping shall be identified.
 - g. All existing easements.
 - h. Zone category in which the lots exists.
 - i. Owner's name, and applicant's name and telephone number.
 - j. Architect's or designer's name and telephone number.
- ❑ CEQA Review - Initial Study (ND, MND, or EIR)
 - ❑ Proposed Development Standards for the Planned Development:
 - 1. Development Standards Table

Provide the following information in a table format for each proposed land use category or use (e.g. residential, commercial, mixed use, etc.)

 - a. Density and number of dwelling units
 - b. Minimum lot width/depth – For individual lots as part of the subdivision
 - c. Building setbacks/build to lines
 - d. Landscape setbacks
 - e. Building separation
 - f. Height
 - g. Floor Area Ratio
 - h. Lot coverage
 - i. Division of Uses (*floor and/or square footage per use type for mixed use building only*)
 - 2. Amenities
 - ❑ Photographs of the property involved on a scale large enough to illustrate the subjects under discussion
 - ❑ Renderings, on a scale large enough to illustrate the subjects under discussion are always helpful and are suggested as exhibits with this application.

AFFIDAVIT

STATE OF CALIFORNIA
CITY OF ARCADIA
COUNTY OF LOS ANGELES

I, _____ hereby certify that the
(print name)

attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available equalized assessment roll of the County of Los Angeles, within the area described on the attached application and for the required distance of notification from the exterior boundaries of the property described on the attached application. I also certify that the subject site described on the attached application contains no illegal lot splits or other divisions of land not specifically authorized by the City of Arcadia.

I certify under penalty of perjury that the foregoing is true and correct.

Signature: _____

Date: _____