

# ENVIRONMENTAL CLEARANCE APPLICATION



*Department of Planning, Building and Code Enforcement*

**JOSEPH HORWEDEL, DIRECTOR**

Planning Division Customers:

Re: Permit Information Update

Thank you for making an investment in San Jose with this development application. The City prides itself on being a leader in Smart Growth, but recognizes that much of that good work is the result of private investment choices made by each of our applicants to locate in San Jose. One of our goals is to help you succeed in your business, so that you can help us with our business.

San Jose's development process is based on our San Jose 2020 General Plan, supplemented by the Zoning Ordinance, and City Council adopted design guidelines and policies. Many of these documents can be found online at our web site listed below. Our staff utilizes these polices to ensure your application is promptly reviewed in a comprehensive manner with the goal of "no surprises" later in the process. Several changes are being made to the way we process development applications filed with the City, with the goal of continuously improving our customer service and overall process.

## **Processing Time Targets**

The City has worked with the development community to establish processing time targets (attached) for many of our applications. These targets are intended to set expectations for City staff and our applicants of how long a given process should take. One important lesson we have learned is that responsive applicants keep their projects moving more successfully through the process. We will manage your project(s) according to these established targets.

If your project does not fit into these general targets we will work with you to identify the best course of action. For example, if your project requires more than a second cycle of plan review, we will schedule a meeting with you and your consultants to discuss the best way to keep the project moving consistent with the standard timelines.

As part of managing the schedule for your project, it is important to understand the overall discretionary review process and relevant milestones, public outreach, and the required environmental review. We will assist you with all aspects of your project, such as coordinating and scheduling a community meeting when one is necessary, or working with you to address the scope and specifics of complicated environmental issues.

## **Working With Your Project Manager**

To provide you the best possible customer service, a project manager has been assigned as your key point of contact in the City's processing of your application. The project manager is responsible for managing your schedule, scheduling meetings, and providing feedback to you and your design

team regarding the various components of your project. In addition, the project manager will facilitate the resolution of key project issues to ensure you get the best possible information and decisions from all City departments in a timely manner. Your project manager has access to department management and upon your request will coordinate the necessary team meetings and decision-making to keep your project moving. This relationship is an important partnership to ensure good communication and a predictable development process – feel free to contact your project manager at any time.

### **Development Fee Program**

One of the outcomes of the review of processing times and the budget for the development fee programs this fiscal year was the reconsideration of our fee structure which was previously set on a flat rate basis. The development review program in San Jose is paid for with the fees collected with application submittals. These fees pay for the City staff working on development projects. As a result of our budget review and working with the development community, a greater effort was made to ensure that fees collected reflect the level of work commensurate with specific classes of projects.

The fees paid for specific development applications now come with general limits of service that staff can provide. For a typical development application, the application fees pay for two cycles of plan review, one community meeting, and an application period not to exceed six months. We have also added surcharges to our fee schedule for those instances where a specific application cannot stay within these general limits. This provision ensures that the standard fee program is not predicated on those unusual projects. Examples of the surcharges now include fees for additional community meetings, additional plan review cycles, and on-file time extensions beyond the standard six months. Previously, our cost recovery efforts related primarily to expenses we incurred in re-noticing applications.

### **Conclusion**

It is important to understand that the development review process works best when there is a partnership between the City and our customers to resolve project issues. While it is occasionally appropriate to agree to disagree, we will work diligently to find solutions that meet your needs so that the City's long-term goals are achieved. If you have questions about the development review process, need help to resolve an issue, or have comments about how we are doing, my Senior and Principal Planners are always available to help you.

Please take the time to fill out the survey forms that you will receive at the conclusion of the process. Your comments and feedback help us improve the way we do our jobs, particularly our service to customers.

Joseph Horwedel  
Director of Planning, Building and Code Enforcement  
City of San Jose  
Web <http://www.sanjoseca.gov/planning>

## Project Processing Timeline Goals

<p><b>30 Days or Less</b>  <b>(Assumes Exempt or reuse for CEQA)</b>          Dead tree removal approval (TR)          Lot Line Adjustment (AT)          Sign permits (AD)          Single Family House Permit, Category I (SF)          Time Extensions (AD)</p>	<p><b>60 Days or Less</b>  <b>(assumes Exempt or reuse for CEQA)</b>          Commercial / retail site modifications (H)          Historic Preservation Permit (HP)          Industrial site modifications (H)          Office site modifications (H)          Residential addition or conversion (CP)          Single Family House Permit, Category II (no council approval) (SF)          Time Extension (H, CP, PD, T)          Tree Removal no arborist report req'd (TR)          Utility Structures (AP)</p>
<p><b>90 Days or Less</b>  <b>(assumes Exempt or reuse for CEQA)</b>          Church, school, child care - minor additions, conversions, reuse (CP)          Commercial, Industrial w/o significant site issues (PDC, H, CP)          Historic Landmark Nomination          Off-sale alcohol Exception (CP)          Rezoning Conventional Districts (C)          SFDR permit and subdivision (PD, PT, T)          Tentative Map (T)          Tree Removal w/ arborist report req'd &amp; illegal removals (TR)          Variance (V)</p>	<p><b>120 Days or Less</b>  <b>(assumes Exempt, reuse or ND for CEQA)</b>          Car Dealership (CP)          Gas Stations (CP)          High Density Residential (3 stories or less) permit and subdivision (PD, PT, T)          Historic Landmark Preservation Agreement          Hotels / motels less than 100 rooms (H, PD)          Industrial / retail minor additions (H)          Nightclub / Bar (CP)          Residential zoning less than 200 units (PDC)          Small Churches, Child Care (CP)</p>
<p><b>180 Days or Less</b>  <b>(assumes ND for CEQA)</b>          High Density Residential (&gt;3 stories) permit and subdivision (PD, PT, T)          Hillside development (PDC, PD)          Hotels / motels more than 100 rooms (H, PD)</p>	<p><b>180 Days or More</b>  <b>(assumes EIR or Complex ND for CEQA)</b>          Any project requiring preparation of and EIR          Commercial, Industrial w/ significant site issues (PDC, H, CP)          Large Public / Quasi Public uses (PDC, CP)          Residential zoning greater than 200 units (PDC)</p>
<p><b>Project Milestone Processing Goals</b></p> <ul style="list-style-type: none"> <li>• Comments for major applications sent in 30 days ~ 95%</li> <li>• Comments for other applications sent in 30 days ~ 70%</li> <li>• 2<sup>nd</sup> Round Comments for major projects sent 2 weeks ~75%</li> <li>• Draft Permit to applicant 1 week prior to hearing ~ 95%</li> <li>• Permit signed within 3 days of hearing ~ 95%</li> <li>• Projects with 2 or fewer reviews to hearing ~ 90%</li> </ul>	

## ENVIRONMENTAL CLEARANCE APPLICATION

### INSTRUCTIONS

Please prepare the application form, environmental analysis, and other required information listed below and return them, in conjunction with other required forms for your project (i.e., Planned Development Permit/Amendment, Conditional Use Permit/Amendment, Rezoning, etc.) and deposit in the drop-off box located on the 3rd floor of City Hall with a check of \$308.00, payable to the "City of San Jose", for the initial processing fee. Appointments are NOT required for this application.

- 1. Completed Application Form.** Each application shall be signed by the preparer of the application. Original wet signatures (not xeroxed) are required. **One** copy of the application shall be submitted for each site.

The application must contain the following:

- (a) Aerial photograph (8 ½" x 11" or 11" x 17")**
  - Minimum scale 1" = 200'
  - Include a north arrow and the scale of the photograph
  - Include date of the photograph
  - The site shown in the center of the photograph
  - Clearly outline and identify the site

*Note: The City's set of mylar aerial photos are located at San Jose Blue Print, 835 W. Julian Street, San Jose, CA 95126 Phone: (408) 295-5770*

- (b) Site Plan (drawn to scale) showing the proposed project. (8 ½" X 11" or 11" X 17")**
- (c) Vicinity Map that shows the surrounding roadways, schools, etc., (8 ½" X 11")**
  - Include a north arrow
  - Site in the center of the map with North at the top of the page
  - Clearly outline and identify the site

- Name each surrounding street
  - Label all land uses within 500 feet of the site
- (d) Photographs of the site and surrounding properties**
    - Snapshots or Polaroid photos will be accepted
    - Mount on (8 ½" X 11") paper
    - Identify the subject of each photograph

- 3. Noticing the Neighborhood.** Refer to the Public Outreach Policy for a full description of the City's public notification procedures. Public Hearing notices will be mailed for development proposals at least 10 calendar days before the date set for hearing for a project. Notices will be sent to all property owners and residents within 300 feet for Very Small projects, 500 feet for Standard Development Proposals and a minimum of 1,000 feet for large or controversial projects as detailed in the Public Outreach Policy.
- 4. HUD Federal Funding and Environmental Compliance with the National Environmental Policy Act (NEPA).** Compliance with the National Environmental Policy Act (NEPA) is required for all projects anticipating the use of federal funding from the Department of Housing and Urban Development (HUD), for any portion of the project. Additional review, reports, and/or referrals may be necessary. Additional fees will be required for projects not funded by the Community Development Block Grant (CDBG) program. Please contact the Environmental Review Team Principal or Senior Planner for more information.
- 5. Fees.** An application fee, associated Public Noticing fee(s), and the appropriate Environmental application fees are due at the time of filing (see fee schedule). Checks are made payable to the "City of San Jose".

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**CITY OF SAN JOSE**

Planning, Building and Code Enforcement  
 200 East Santa Clara Street  
 San José, CA 95113-1905  
 tel (408) 535-3555 fax (408) 292-6055  
 Website: [www.sanjoseca.gov/planning](http://www.sanjoseca.gov/planning)

**ENVIRONMENTAL CLEARANCE APPLICATION**

TO BE COMPLETED BY PLANNING DIVISION STAFF		
FILE NUMBER:	RECEIPT #: _____	
ND GRANTED:	EIR REQUIRED:	AMOUNT: _____
PROJECT MANAGER:	ENVIRONMENTAL COORDINATOR:	DATE: _____
BY: _____		
NOTES:		

TO BE COMPLETED BY APPLICANT (PLEASE TYPE OR PRINT IN INK)		
<b>I. GENERAL INFORMATION</b>		
NAME OF APPLICANT	DATE	
ADDRESS		
E-MAIL ADDRESS	DAYTIME PHONE NUMBER (    )	FAX NUMBER (    )
NAME OF PROPERTY OWNER	DATE	
ADDRESS	DAYTIME PHONE NUMBER (    )	
NAME OF DOCUMENT PREPARER (IF DIFFERENT FROM ABOVE) OR ENVIRONMENTAL CONSULTANT	DATE	
ADDRESS	DAYTIME PHONE NUMBER (    )	FAX NUMBER (    )
NAME OF PROJECT		
PROJECT LOCATION		
STREET ADDRESS		
ASSESSOR'S PARCEL NUMBER(S)		
<i>Note: Information regarding the Assessor's Parcel Number can be obtained from the County Assessor's Office, County of Santa Clara 70 West Hedding Street, 5<sup>th</sup> Floor, San Jose, CA 95110, Phone (408) 299-5500.</i>		

# ENVIRONMENTAL CLEARANCE APPLICATION

**PROVIDE THE FOLLOWING PLANNING INFORMATION BELOW:**

*Note: Information regarding General Plan, Specific Plan, and Zoning information can be obtained at the City of San Jose Department of Planning, Building and Code Enforcement, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

ZONING DISTRICT:	GENERAL PLAN DESIGNATION:
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IS THE PROJECT CONSISTENT WITH THE ZONING AND GENERAL PLAN? (STAFF)

LIST ANY PERMITS THAT ARE REQUIRED FOR THE PROJECT FROM THE CITY OF SAN JOSE AND OTHER LOCAL, STATE, OR FEDERAL AGENCIES (SITE DEVELOPMENT PERMIT, PLANNED DEVELOPMENT PERMIT, DEPARTMENT OF FISH AND GAME PERMIT, ETC.):

LIST ANY PROFESSIONAL REPORTS PREPARED FOR THE PROJECT SITE KNOWN TO THE APPLICANT (I.E., GEOLOGIC, HAZARDOUS MATERIALS, ARCHAEOLOGICAL, ENVIRONMENTAL IMPACT REPORTS, ETC.):

DOES THE PROJECT INVOLVE HUD FEDERAL FUNDING?    NO    YES

PLEASE INDICATE WHETHER USE OF HUD FUNDING IS ANTICIPATED, FOR THE PROPOSED PROJECT.

NO    YES

If yes, indicate type of funding (i.e. CDBG Grant, HOME Investment Partnership Program, Section 108 Loan Guarantee, etc.), funding amount, whether awarded (if known) or application is pending, and fiscal year of award or application request.

PLEASE NOTE: Projects involving 1) acquisition of real property involving a change of use, or 2) new construction may require an Environmental Assessment (EA). Concurrent environmental review per the California Environmental Quality Act (CEQA) is also required. The obtainment of a qualified environmental consultant to provide documentation services (i.e. a combined Initial Study/EA) is strongly recommended.

**II. DESCRIPTION OF THE PROJECT**

WRITTEN DESCRIPTION OF THE PROJECT:

SIZE OF THE SITE: _____ gross acres	BUILDING SQUARE FOOTAGE: _____ square feet
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NUMBER OF FLOORS:	BUILDING HEIGHT: _____ feet
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FLOOR AREA RATIO: _____	AMOUNT OF OFF-STREET PARKING PROVIDED: _____ spaces
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WHAT PERCENTAGE OF THE SITE WILL BE OCCUPIED BY BUILDINGS, PARKING/DRIVEWAYS/WALKWAYS, AND LANDSCAPING/OPEN SPACE:

Project Site Uses	Amount of Area	Percentage of Total Project Area
Building (footprint)		
Parking/Driveways/Walkways		
Landscaping/Open Space		
<b>Total</b>		100 %

DOES THE PROJECT PROPOSE THE DEMOLITION OR ALTERATION OF ANY EXISTING STRUCTURES ON THE PROJECT SITE?      NO      YES

If yes, describe below:

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IS THE PROJECT A LAND USE PRESENTLY EXISTING IN THE SURROUNDING NEIGHBORHOOD ( <i>within 500 feet of the project site</i> )? <span style="float: right; margin-right: 100px;">NO</span> <span style="float: right;">YES</span>
HAS A COMMUNITY MEETING BEEN HELD TO DISCUSS THE PROJECT WITH NEIGHBORS? NO      YES      When: _____ # attending: _____ Notification Process: _____ (mailing, newspaper, etc.) If yes, indicate what issues were discussed with neighbors:
IF THE PROJECT IS <b>RESIDENTIAL</b> PROVIDE THE INFORMATION BELOW:  Type of units: (i.e., single-family detached, multi-family, etc.) _____ Number of each type of unit: _____ Density per net acre: _____ Bedroom count: _____ Estimated population*: _____ <small>*Units x Persons per Household: SFDetached = 3.43; SFAttached = 2.88; 2-4 units = 3.12; 5+ units = 2.29; Mobile Homes = 2.23</small>
IF THE PROJECT IS <b>COMMERCIAL</b> PROVIDE THE INFORMATION BELOW:  Neighborhood or Regionally oriented: _____ Number and type of establishments: (i.e., restaurant, department store, etc.) _____  Square footage of each: _____ Number of shifts per workday: _____ Number of employees per shift: _____ Hours of Operation: _____ Drive-through uses: _____
IF THE PROJECT IS <b>INDUSTRIAL</b> PROVIDE THE INFORMATION BELOW:  Number and type of establishments: _____ Square footage of each: _____ Number of shifts per workday: _____ Number of employees per shift: _____ Hours of Operation: _____
IF THE PROJECT IS <b>INSTITUTIONAL</b> PROVIDE THE INFORMATION BELOW:  Major functions: _____ Square footage and other relevant characteristics: _____  Number of shifts per workday: _____ Number of employees per shift: _____ Service area: _____ Hours of Operation: _____
IF THE PROJECT IS <b>MIXED USE</b> , INCLUDE INFORMATION FROM ABOVE WHICH IS RELEVANT:    
WILL HAZARDOUS MATERIALS BE USED AS A PART OF THE OPERATION OF ANY OF THE ESTABLISHMENTS ON THE PROJECT SITE? <span style="float: right; margin-right: 100px;">NO</span> <span style="float: right;">YES</span> If yes, discuss below:
IF REQUIRED, HAS A HAZARDOUS MATERIALS STORAGE PERMIT BEEN OBTAINED FOR THE OPERATION OF THE PROJECT? <span style="float: right; margin-right: 100px;">NO</span> <span style="float: right;">YES</span>

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IF REQUIRED, LIST THE APPROPRIATE STATE AND FEDERAL PERMITS THAT HAVE BEEN OBTAINED FOR THE USE, HANDLING, AND STORAGE OF HAZARDOUS MATERIALS ON THE SITE:

DISCUSS BRIEFLY THE PHYSICAL AND ENGINEERING ASPECTS OF THE PROJECT, INCLUDING THE FOLLOWING:

Is grading or excavation contemplated?      NO      YES

If Yes:      Cut: \_\_\_\_\_ volume in cubic yards; depth in \_\_\_\_\_ feet max  
 Fill: \_\_\_\_\_ volume in cubic yards; depth in \_\_\_\_\_ feet max

DESCRIBE EXTERIOR LIGHTING PROPOSED FOR SECURITY, PARKING LOTS, AND PEDESTRIAN PATHS, INCLUDING TYPE OF LIGHTING, PROPOSED HEIGHT, AVERAGE FOOTCANDLE, AND PROXIMITY TO SENSITIVE RECEPTORS:

DISCUSS ANY CHANGES IN THE DRAINAGE PATTERNS, ABSORPTION RATES, AND AMOUNT OF SURFACE RUNOFF RESULTING FROM THE PROJECT:

**UTILITIES**

Indicate the availability of the utilities for the project and name the utility provider below:

Utility	Availability	Name of Provider:
Water		
Sanitary Sewer		
Storm Sewer		
Solid Waste/Recycling		
Natural Gas/Electric		

PUBLIC IMPROVEMENTS: INDICATE ANY PUBLIC IMPROVEMENTS NECESSARY FOR THE PROJECT (DEDICATIONS, HALF-STREETS, STOP LIGHTS, ETC.):

RESERVATION OF LAND FOR PUBLIC FACILITIES: INDICATE ANY RESERVATION OF LAND FOR PUBLIC FACILITIES NECESSARY FOR THE PROJECT (SCHOOLS, PARKS, TRANSIT FACILITIES, ETC.):

PROJECT OBJECTIVES: INDICATE THE COMMUNITY BENEFITS DERIVED FROM THE PROJECT:

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### III. ENVIRONMENTAL SETTING

- LIST THE CURRENT LAND USES ADJACENT TO THE PROJECT SITE (undeveloped, commercial, residential, etc.)

North:

East:

South:

West:

#### LAND USE

- LIST THE CURRENT LAND USES ON THE PROJECT SITE (UNDEVELOPED, COMMERCIAL, RESIDENTIAL USES, ETC.)

- DOES THE PROJECT SITE CONSIST OF AGRICULTURAL LAND?                      NO                      YES

If yes, describe below the type of use (orchards, row crops, greenhouses, etc.):

- LIST SPECIFIC LAND USES THAT WERE PREVIOUSLY ON THE SITE FOR THE LAST 5 YEARS.

#### GEOLOGIC HAZARDS

*Note: A Geologic Report may be required for the project if it is located in a Geologic Hazards Zone. Information regarding geologic hazards may be obtained from the City of San Jose Public Works Department, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-7646.*

- DESCRIBE THE GEOLOGICAL CHARACTERISTICS OF THE SITE INCLUDING TOPOGRAPHY AND ANY UNIQUE GEOLOGIC FEATURES (I.E. ROCK OUTCROPS, ETC.)

- LIST KNOWN FAULT(S) CLOSEST TO THE PROJECT SITE AND DISTANCE AND LOCATION IN RELATION TO THE PROJECT SITE (E.G., SILVERCREEK FAULT LOCATED ONE MILE TO THE NORTHEAST OF THE PROJECT SITE):

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- IS ANY PART OF THE PROJECT SITE SUBJECT TO GEOLOGIC HAZARDS INCLUDING EROSION, LANDSLIDE, LIQUEFACTION, EXPANSIVE SOILS, SUBSIDENCE OF THE LAND? NO                      YES

Please describe below:

- DESCRIBE THE SOIL TYPES ON THE PROJECT SITE (I.E., CLASS I, CLASS II).

**WATER RESOURCES**

*Note: Information regarding waterways and flooding conditions can be obtained from the City of San Jose Public Works Department, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

- ARE THERE ANY NATURAL WATERWAYS OCCURRING ON THE PROJECT SITE OR WITHIN 300 FEET OF THE PROJECT SITE? NO                      YES

If yes, discuss below the name, type of waterway and the distance to the project site:

- DOES THIS PROJECT PROPOSE CREATING, REPLACING OR EXPANDING IMPERVIOUS SURFACE (BUILDING FOOTPRINT, PARKING, PATIO, WALKWAY, ETC.) BY 10,000 SQUARE FEET OR MORE? NO                      YES

If yes, refer to Council Policy 6-29: Post-Construction Urban Runoff Management.

- LIST THE FLOOD ZONE AND PANEL NUMBER WITHIN WHICH THE PROJECT SITE IS LOCATED.

Flood Zone: \_\_\_\_\_ Panel Number: \_\_\_\_\_

- IS THE PROJECT SITE LOCATED WITHIN AN AREA SUBJECT TO FLOODING (I.E., WITHIN THE 100-YEAR FLOOD PLAIN): NO                      YES

**BIOLOGICAL RESOURCES**

*Note: The biological resources section may require an arborists or biotics report prepared by a qualified consultant. Information regarding biological resources may be obtained at City of San Jose Department of Planning, Building and Code Enforcement, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

- DESCRIBE THE BIOTIC FEATURES OF THE SITE, INCLUDING OPEN SPACES, LANDSCAPING ON THE SITE AND ANY UNIQUE BIOLOGICAL FEATURES.

- DOES THE SITE CONTAIN ANY KNOWN ENDANGERED THREATENED, SPECIAL STATUS ANIMAL OR PLANT SPECIES? NO                      YES

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If yes, list below:

- DOES THE SITE CONTAIN ANY KNOWN IMPORTANT WILDLIFE BREEDING, NESTING OR FEEDING AREAS?

If yes, list below: NO            YES

- IS THERE RIPARIAN CORRIDOR HABITAT OCCURRING ON OR WITHIN 300 FEET TO THE SITE (I.E. VEGETATION OCCURRING ALONG THE BANKS OF A WATERWAY)? NO            YES

If yes, discuss below:

- WILL THE PROJECT BE CONSTRUCTED WITHIN 100 FEET OF THE TOP OF BANK OR EDGE OF RIPARIAN VEGETATION OF ANY WATER WAY? NO            YES

If yes, discuss below:

- ARE SERPENTINE SOILS LOCATED ON THE PROJECT SITE? NO            YES

- CIRCLE ALL THE LANDCOVER TYPES FOUND ON AND ADJACENT TO THE PROJECT SITE:

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Barren</li><li>• Shrubland</li><li>• Orchard/Cultivated</li><li>• Riparian</li></ul> | <ul style="list-style-type: none"><li>• Forest Upland</li><li>• Herbaceous Upland/Grassland</li><li>• Wetlands</li><li>• Urban/Developed</li></ul> |
|--|--|

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- In the table below, list any existing trees on the project site including their species, size, condition, and disposition. Indicate if any of the trees are ordinance-size trees. In addition, indicate trees to be removed and trees to be retained as part of the project. If additional space is required, attach supplemental pages.

*(Note: Trees size is determined by measuring the circumference of the tree trunk at 24 inches above natural grade – Ordinance-size trees are defined as trees measuring 56 inches in circumference at 24 inches above natural grade).*

Photos of each ordinance-size tree must be submitted. The location of all trees on the site must be specified on a site plan.

Number	Tree Species	Size (circumference)	Ordinance- Size Trees	Condition of Tree	Tree to be Removed	Tree to be Retained
<i>Example</i>	<i>Coast Live Oak</i>	<i>62 inches</i>	<i>Yes</i>	<i>Good</i>	<i>No</i>	<i>Yes</i>
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						

- ARE THERE HERITAGE TREES ON THE PROJECT SITE? (STAFF) NO YES
- If yes, list the number of trees, size of trees and species below:

Heritage Tree List Number:	Address/Location:	Location of Tree on Project Site:	Species

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## TRANSPORTATION/CIRCULATION

*Note: Information regarding transportation and circulation issues can be obtained from the, City of San Jose Public Works Department, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

• NAME AND DESCRIBE THE ROADWAYS PROVIDING ACCESS TO THE PROJECT SITE (E.G., FOUR-LANE ROADWAY WITH MEDIAN, ETC.):

• IS THE PROJECT SITE CURRENTLY SERVED BY MASS TRANSIT (I.E., BUS SERVICE, LIGHT-RAIL, ETC.):  
If yes, list routes below: NO YES

• IS THE PROJECT SITE WITHIN 2,000 FEET BY PUBLIC RIGHTS-OF-WAY OF A LIGHT RAIL STATION?  
If yes, list which station: NO YES

## MINERAL RESOURCES

• DOES THE PROJECT SITE CONTAIN ANY KNOWN IMPORTANT MINERAL RESOURCES?  
If yes, list below: NO YES

## AIR QUALITY

*Note: An air quality analysis prepared by a qualified consultant is required for any project that proposes diesel generators. Information can be obtained from the City of San Jose Planning, Building and Code Enforcement Department, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

• IS THE PROJECT SITE LOCATED ADJACENT TO A USE THAT GENERATES ODORS (I.E. LANDFILLS, COMPOSTING, ETC.)?  
If yes, discuss below: NO YES

## HAZARDOUS MATERIALS

*Note: Information regarding hazardous materials issues can be obtained from the City of San Jose Environmental Services Department, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

• ARE PESTICIDES CURRENTLY USED ON THE SITE FOR EITHER AGRICULTURAL PRODUCTION OR LANDSCAPE MAINTENANCE OPERATION?  
If yes, discuss below: NO YES

• ARE THERE ACTIVE OR ABANDONED WELLS ON THE PROJECT SITE?  
If yes, discuss below: NO YES

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• ARE HAZARDOUS MATERIALS CURRENTLY BEING USED AS A PART OF THE PRESENT BUSINESS OPERATING ON THE SITE? NO                      YES

If yes, discuss below:

• IF REQUIRED, DOES THE CURRENT OWNER/OPERATOR HAVE A HAZARDOUS MATERIALS STORAGE PERMIT? NO                      YES

• IF REQUIRED, LIST THE APPROPRIATE STATE AND FEDERAL PERMITS THAT HAVE BEEN OBTAINED FOR THE USE, HANDLING, AND STORAGE OF HAZARDOUS MATERIALS FOR PREVIOUS OPERATIONS ON THE PROJECT SITE:

• HAS THE PROJECT SITE EVER BEEN OCCUPIED BY A GAS STATION OR AUTO REPAIR FACILITY? NO                      YES

• DOES THE SITE HAVE UNDERGROUND STORAGE OF CHEMICALS OR UNDERGROUND STORAGE TANKS? NO                      YES  
If yes, describe below the type of storage use (i.e., gasoline, diesel, etc.):

• IS THE PROJECT SITE LISTED ON ANY LOCAL, STATE AND/OR FEDERAL REGULATORY DATABASE DUE TO HAZARDOUS MATERIALS CONTAMINATION (STAFF): NO                      YES  
If yes, discuss below:

• HAVE ANY SOILS/GROUNDWATER TESTS EVER BEEN CONDUCTED ON THIS PROPERTY IN RELATION TO POTENTIAL HAZARDOUS MATERIALS CONTAMINATION? NO                      YES  
If yes, discuss below:

• HAS THE REMEDIATION OF HAZARDOUS MATERIALS EVER BEEN PERFORMED ON THE PROJECT SITE? NO                      YES  
If yes, discuss below:

• DOES THE PROJECT PROPOSE THE DEMOLITION OF ANY STRUCTURE THAT MAY CONTAIN HAZARDS SUCH AS ASBESTOS OR LEAD PAINT? NO                      YES  
if yes, discuss below:

• HAVE BUILDINGS ON THE SITE BEEN TESTED FOR PRESENCE OF ASBESTOS AND LEAD BASED PAINT? NO                      YES

**Please deposit this application in the drop-off box located on the 3rd floor of City Hall with a check of \$308.00, payable to the "City of San Jose", for the initial processing fee. Appointments are NOT required for this application**

**NOISE**

*Note: An acoustical analysis is required for any project that exposes people to noise in excess of established City or State standards. Information regarding noise issues can be obtained from City of San Jose Department of Planning, Building and Code Enforcement, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

• IS THE PROJECT SITE LOCATED WITHIN THE AIRPORT LAND USE COMMISSION PLAN NOISE ZONE (65 CNEL)? NO      YES

• IS THE PROJECT LOCATED ADJACENT TO A MAJOR NOISE/VIBRATION SOURCE (I.E., RAILWAY, MAJOR ROADWAY, ETC.)? NO      YES

If yes, list below:

**PUBLIC SERVICES**

• LIST THE NAME, ADDRESS AND APPROXIMATE DISTANCE OF THE NEAREST FIRE STATION:

• IF THE PROJECT IS **RESIDENTIAL** PROVIDE THE INFORMATION BELOW:

LIST THE NAME, ADDRESS AND APPROXIMATE DISTANCE OF THE NEAREST ELEMENTARY, MIDDLE AND HIGH SCHOOL:

• LIST NAME OF NEAREST LOCAL AND REGIONAL PARKS AND RECREATIONAL FACILITIES:

**AESTHETICS**

*Note: Information regarding aesthetics can be obtained from the San Jose 2020 General Plan available for review at City of San Jose Department of Planning, Building and Code Enforcement, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

• IS THE PROJECT SITE LOCATED ADJACENT TO A SCENIC HIGHWAY? NO      YES

If yes, list below:

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**CULTURAL RESOURCES**

*Note: Information regarding historical and archaeological resources can be obtained from the San Jose Historic Resources Inventory available for review at City of San Jose Department of Planning, Building and Code Enforcement, 200 East Santa Clara Street, San Jose, CA 95113 Phone (408) 535-3555.*

- LIST THE NUMBER AND APPROXIMATE AGE OF ANY STRUCTURES ON THE PROJECT SITE (USE ASSESSOR'S INFORMATION TO IDENTIFY THE DATE OF CONSTRUCTION):
  
- DESCRIBE THE ARCHITECTURAL STYLE OF ANY STRUCTURES ON THE PROJECT SITE (I.E., VICTORIAN, MEDITERRANEAN, COLONIAL, RANCH, SAN JOSE PROVINCIAL, ETC.):
  
- ARE ANY STRUCTURES ON THE PROJECT SITE LISTED AS CITY LANDMARKS, CANDIDATE CITY LANDMARKS, STRUCTURES OF MERIT, OR LISTED OR DETERMINED ELIGIBLE FOR LISTING ON THE NATIONAL OR CALIFORNIA REGISTER OF HISTORIC PLACES? NO      YES  
 If yes, describe below:
  
- IS THE PROJECT SITE LOCATED WITHIN AN AREA OF KNOWN ARCHAEOLOGICAL SENSITIVITY? (STAFF) NO      YES

**IV. CERTIFICATION AND DISCLOSURE STATEMENT FOR THE APPLICATION FOR ENVIRONMENTAL CLEARANCE**

The attached Application for Environmental Clearance has been prepared by \_\_\_\_\_ doing business as (indicate the legal name for dba designation, such as individual, "a partnership", "a corporation", etc.)

\_\_\_\_\_ The above-named, now has or will have the following direct or indirect economic interest in the development of, or, after its completion, the operation of the project for which the Application for Environmental Clearance has been submitted.

I/We declare, under penalty of perjury, that the statements furnished above, and in the attached exhibits, pertaining to the environmental information of the proposed project and to my/our economic interest or interests in that project are complete, true and correct to the best of my/our knowledge and belief.

If any of the facts represented here change it is my responsibility to inform the City of San Jose.

Executed on \_\_\_\_\_ at \_\_\_\_\_, California

PREPARER'S SIGNATURE(S)

## ENVIRONMENTAL CLEARANCE APPLICATION CHECK SHEET

TO BE COMPLETED BY PLANNING DIVISION STAFF		
FILE NUMBER	STAFF	DATE RECEIVED
<b>Required Copies</b>	<b>DOCUMENTS</b>	
1	<b>APPLICATION FORM correctly filled out</b> <input type="checkbox"/> Aerial Photo (8 1/2' x 11' or 11' x 17') <input type="checkbox"/> Site Plan (8 1/2' x 11' or 11' x 17') <input type="checkbox"/> Vicinity Map (8 1/2' x 11' or 11' x 17') <input type="checkbox"/> Photographs of site and surrounding properties <input type="checkbox"/> Certification and Disclosure Statements signed by preparer	
2	<input type="checkbox"/> <b>COUNTY ASSESSOR'S PARCEL MAP</b>	
	<b>FEES</b> <input type="checkbox"/> Application Fees <input type="checkbox"/> Environmental Fees <input type="checkbox"/> Public Noticing Fee <input type="checkbox"/> Additional Charges <input type="checkbox"/> Record Retention Fees	

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