



455 County Center, 2nd Floor | Mail Drop PLN 122
Redwood City, CA 94063
(650) 363-4161
planning.smcgov.org

PLN: _____

BLD: _____

Applicant/Owner Information

Applicant: _____

Mailing Address: _____

Zip: _____

Phone, W: _____ H: _____

E-mail Address: _____ FAX: _____

Name of Owner (1): _____

Mailing Address: _____

Zip: _____

Phone, W: _____

H: _____

E-mail Address: _____

Name of Owner (2): _____

Mailing Address: _____

Zip: _____

Phone, W: _____

H: _____

E-mail Address: _____

Project Information

Project Location (address): _____

Zoning: _____

Assessor's Parcel Numbers: — —

— — , — —

— —

Parcel/lot size: _____

List all elements of proposed project: (e.g. access, size and location, primary and accessory structures, well, septic, tank)

Describe Existing Site Conditions/Features (e.g. topography, water bodies, vegetation):

Describe Existing Structures and/or Development:

Signatures

We hereby certify that the information stated above and on forms, plans and other materials submitted herewith in support of the application is true and correct to the best of our knowledge. It is our responsibility to inform the County of San Mateo through our assigned project planner of any changes to information represented in these submittals.

Owner's signature: _____

Owner's signature: _____

Applicant's signature: _____

Permit Types	Ownership		Survey			Location Map	Site Plans (show all easements)	Elevation Plans	Floor Plans	Landscaping Plan	Grading Projects			Density Analysis/ Certification	Tentative Map	Geotechnical Report	Supporting Statements	C.3 and C.6 Development Review Checklist	NPPDES	Dept. Of Public Works		Access Plans (if >150-ft. from public road)	Other Fire Repts	Septic System		Well	See Regulations for Additional Application Requirements	Plan Reductions (8.5" X 11")	Other	
	Owner's Concurrence	Chain of Title	Title Report (within past 2 mo.)	Proof of Ownership (Deed or Tax Bill)	Boundary Survey						Topographic Survey	Existing Tree Plan	Grading Plans							Erosion/ Sediment Control	Haul Routes (if export exceeds 250 cy)			Driveway/ Access Rd. Profile**	SFDs: 20-ft. wide access rd					Cell Sites: 12-ft. wide access rd
Agritourism Permit/ Exemption	✓					✓	✓	✓	✓									✓	✓								✓	✓		
Agricultural Preserve	✓					✓	✓	✓	✓										✓	✓								✓	✓	
Architectural Review	✓					✓	✓	✓	✓										✓	✓								✓	✓	
Architectural Review Exemption																														
Certificate of Compliance - Type A																														
Certificate of Compliance - Type B	✓					✓	✓	✓	✓																					
Coastal Development	✓					✓	✓	✓	✓																					
Coastal Development Exemption	✓					✓	✓	✓	✓																					
Coastal Development Exemption	✓					✓	✓	✓	✓																					
Major Development Review	✓					✓	✓	✓	✓																					
Confined Animal Permit or Exempt.	✓					✓	✓	✓	✓																					
Design Review	✓					✓	✓	✓	✓																					
Farm Labor Housing	✓					✓	✓	✓	✓																					
Fence Ht Ex.	✓					✓	✓	✓	✓																					
General Plan Amendment	✓					✓	✓	✓	✓																					
Grading	✓					✓	✓	✓	✓																					
Grading Exemption	✓					✓	✓	✓	✓																					
Home Improvement Exception	✓					✓	✓	✓	✓																					
Kennel/Cattery	✓					✓	✓	✓	✓																					
Lot Line Adjustment	✓					✓	✓	✓	✓																					
Merger																														
Off-Street Parking Exception																														
Planned Agriculture	✓					✓	✓	✓	✓																					
Resource Management																														
Rezoning	✓					✓	✓	✓	✓																					
Street Name/Change	✓					✓	✓	✓	✓																					
Subdivision	✓					✓	✓	✓	✓																					
Surface Mining	✓					✓	✓	✓	✓																					
Timberland Preserve	✓					✓	✓	✓	✓																					
Use Permit	✓					✓	✓	✓	✓																					
Use Permit - Telecomm.	✓					✓	✓	✓	✓																					
Variance	✓					✓	✓	✓	✓																					

*Required where applicable, as determined by County Staff.

**Turn around may be required by Fire Department

***Water tanks may be required by Fire Department

Submittal Requirements: 1) 5 sets of plans are required for any application, with the exception of Subdivision applications where 7 sets are required, plus an electronic vector-based map on disc (preferred).

Disclaimers: In addition to those items checked, other items may be required on a case-by-case basis during the Planning permit review process. Plans approved under a Planning Permit are preliminary to construction. Additional information may be requested at the building permit stage.