



SUPPLEMENTAL MATERIALS CHECKLIST PLANNED DISTRICT – PRELIMINARY AND/OR PRECISE

A planned district requires both a preliminary and a precise plan. The planned district may be established utilizing either a one-step or two-step approach. The one step approach combines both preliminary and precise plan requirements into a single rezoning, whereas the two-step approach involves a rezoning adopting a preliminary plan for development, followed by a later rezoning adopting a precise plan. The planning manager shall determine the most appropriate approach depending on the complexity of the proposal.

The following materials are required for all preliminary and/or precise planned district applications:

(1) **Planned District Statement**

The Planned District statement must set forth:

- The base zoning district (e.g., R-1-6) to which the project will compare itself
- A listing of desired zoning exceptions or modifications to the standards of the base-zoning district and to other zoning code standards established by Title 18 (Planning and Zoning) along with explanation of how the exceptions and modifications will encourage a desirable living environment and how the design and amenities (within the project or community) will be warranted. Some examples include dedication of open space, preservation of natural features or historic resources, or unique development or design features not commonly found in this type of development.
- A listing of any changes to the uses allowed by the base-zoning district.
- A listing of interim uses that are allowed prior to commencement of development consistent with the precise plan and the duration of time that they may continue to operate commensurate with any phasing of development.

(2) **Letters of Consent and Endorsement (only one hard copy is required)**

The application must include signed copies of the following letters of consent and endorsement, which are included as an attachment to this checklist:

- Letter of Consent to Planned District Studies
- Letter of Consent to Planned District Zoning Regulations
- Letter of Consent to Combine Preliminary and Precise Plan Approval (if applicable)
- Letter of Endorsement by Professional Team
- Letter of Endorsement by Urban Planner

Please submit ten (10) hard copies and (1) electronic PDF copy of all required materials, unless otherwise stated above. For instructions on PDF submittals, please refer to the Universal Application.

This Supplemental Materials Checklist is part of your application. This Checklist shall be signed and submitted with all the required application materials as described above and on the Universal Planning Application. An application is considered to be incomplete if any of the items on this Checklist have not been included. Processing of the application will be delayed until the submittal is determined to be complete.

I understand that my project review may be delayed if required materials are missing from the submittal package.

Project Applicant Signature

Date

LETTER OF CONSENT TO PLANNED DISTRICT STUDIES

Community Development Director
City of Fremont
39550 Liberty Street
Fremont, CA 94537

I (We) hereby declare that I am (we are) the legal owner(s) of the property described:

*[Insert legal or other adequate description of
properties proposed for Planned District]*

and that I (we) consent that detailed studies may be undertaken by the Planning staff and Planning Commission of the City of Fremont for the development of the above described property as a Planned District.

Signature

Date

Print Name

Date

Signature

Date

Print Name

Date

LETTER OF CONSENT TO PLANNED DISTRICT ZONING REGULATIONS

Community Development Director
City of Fremont
39550 Liberty Street
Fremont, CA 94537

I (We) hereby declare that I am (we are) the legal owner(s) of the property described:

[Insert legal or other adequate description of properties proposed for Planned District]

and that, at the time of adoption of the ordinance establishing a Planned District for this property, I (we) agree:

1. That I (we) shall be bound by the conditions and regulations proposed, and which will be effective, within the district; and
2. To record such written agreement with the County Recorder.

Signature

Date

Print Name

Date

Signature

Date

Print Name

Date

LETTER OF CONSENT TO COMBINE PRELIMINARY AND PRECISE PLAN APPROVAL

Community Development Director
City of Fremont
39550 Liberty Street
Fremont, CA 94537

I (We) hereby declare:

- 1. That I (we) have elected to combine the normal two-step (preliminary site plan and precise site plan) procedure for processing the enclosed Planned District proposal.
- 2. That I (we) understand and accept the financial risks associated with preparing detailed plans before consideration by the City Council of the basic concept of this development proposal.

Signature	Date

Print Name	Date

Signature	Date

Print Name	Date

LETTER OF ENDORSEMENT BY PROFESSIONAL TEAM

Community Development Director
City of Fremont
39550 Liberty Street
Fremont, CA 94537

Enclosed is an application for approval of a Precise Planned District.

The application includes the following documents:

[Clearly identify by title, number of pages and date of preparation.]

We hereby certify:

1. That we have prepared the documents cited above; and
2. That we endorse the application represented by them. It reflects, within our professional competencies and considered judgment, an optimum solution for development of the site.

Urban Planner

Date

Licensed Architect

Date

Licensed Land Surveyor

Date

Registered Civil Engineer

Date

Registered Landscape Architect

Date

LETTER OF ENDORSEMENT BY URBAN PLANNER

Community Development Director
City of Fremont
39550 Liberty Street
Fremont, CA 94537

Enclosed is an application for approval of a Planned District.

The application includes the following documents:

*[Clearly identify by title, number
of pages and date of preparation.]*

I hereby certify:

1. That I am a qualified urban planner as defined below;
2. That I have prepared the documents cited above; and
3. That I endorse the application represented by these documents. It reflects, within my professional competency and considered judgement, an optimum solution for development of the site.

Signature of Urban Planner

Date

“Qualified Urban Planner” is defined as a professional planner holding full membership in the American Planning Association, or a planner who can demonstrate and document his or her experience as a person responsible for a comprehensive urban general plan funded under Section 701 of the United States Housing Act of 1954, as amended.