



City of Hollister Community Development Department

339 Fifth Street, Hollister CA
(831) 636-4360
planning@hollister.ca.gov

For Department Use Only
Date Received*:

Application No.

SB 330 HOUSING DEVELOPMENT PRELIMINARY APPLICATION FORM

**Submittal of all the information listed and payment of the permit processing fee freezes fees and development standards as of this date, unless exceptions per Government Code Section 65889.5(o) are triggered.*

This form serves as a Preliminary Application for a Housing Development project seeking vesting rights pursuant to SB 330, the Housing Crisis Act of 2019. To apply for a SB 330 Preliminary Application, all materials required in the Application Submittal Requirements below must be submitted with this completed application form and the application fee. If the project also includes a Density Bonus Application, please submit the required Density Bonus Supplemental Form.

To qualify, this project must include:

1. Residential units;
2. A mix of commercial and residential uses with two-thirds of the project's square footage used as residential; or
3. Transitional or supportive housing.

Application Submittal Requirements. To apply for an SB 330 Preliminary Application the following must be submitted:

1. Completed Application Form
2. Filing Fee
3. Site Plan. Site Plan, drawn to scale, and containing the existing and proposed locations of all buildings on the property and the approximate square footage of each building that is to be occupied.
4. Elevations. Elevations showing the design, color, material, massing, and height of each building that is to be occupied.
5. Floor Area. Provide the proposed floor area and square footage of residential and non-residential development, by building. This may be included clearly on the site plan, or as a separate attachment.

After submitting this Preliminary Application to the local agency, an applicant has 180 days to submit a full, complete application for the project or the Preliminary Application will expire.

Note, California Environmental Quality Act (CEQA) and Coastal Act standards still apply to the project application.

PROJECT LOCATION

Project Address	
Assessor Parcel Number(s)	
Size of Property (SF/Acres)	
Legal Description (may be attached as separate document(s))	
Zoning	
General Plan Designation	

PROJECT DESCRIPTION

Project Name	
Project Description and Purpose of the Project	
List all project applications necessary to process this project	
Proposed Use(s)	
Existing Number of Lots	Proposed Number of Lots

Number of Parking Spaces

Type	Standard	Compact	ADA	EV	Bicycle	Other:	Other:
Existing							
Proposed							
Total							

EXISTING STRUCTURES

Describe existing occupied or vacant structures on the project site. For occupied structures with multiple uses or tenant spaces, clearly describe each existing use and size of each occupancy area. Attach additional sheets as necessary.

Number	Size	Type	Age	Present Use	To be Demolished?
					<input type="checkbox"/> Remain <input type="checkbox"/> Remove/Demolish
					<input type="checkbox"/> Remain <input type="checkbox"/> Remove/Demolish
					<input type="checkbox"/> Remain <input type="checkbox"/> Remove/Demolish
					<input type="checkbox"/> Remain <input type="checkbox"/> Remove/Demolish
					<input type="checkbox"/> Remain <input type="checkbox"/> Remove/Demolish
					<input type="checkbox"/> Remain <input type="checkbox"/> Remove/Demolish

EXISTING RESIDENTIAL UNITS

Provide the number of existing residential units on the project site that will be demolished and whether each existing unit is occupied or unoccupied. Provide additional attachment, if needed.

	Occupied Residential Units	Unoccupied Residential Units	Total Residential Units
Existing			
To Be Demolished			
Total to Remain			

RESIDENTIAL PROJECT INFORMATION

Number of Units Proposed

Type of Unit	Total Number Proposed	Unit Tenure (List Number of Units)	
Single-Family Detached		_____ For Sale	_____ For Rent
Single-Family Attached		_____ For Sale	_____ For Rent
Duplex		_____ For Sale	_____ For Rent
Triplex		_____ For Sale	_____ For Rent
Fourplex		_____ For Sale	_____ For Rent
Multifamily (5+ Units)		_____ For Sale	_____ For Rent
Accessory Dwelling Unit		_____ For Sale	_____ For Rent
Total		_____ For Sale	_____ For Rent

Unit Affordability

Income Category	Market Rate	Manager(s) Unit (Market Rate)	Extremely Low Income	Very Low Income	Low Income	Moderate Income
Number of Units						

Density Bonus

Is the Project requesting a Density Bonus? (If yes, complete this section) Yes No

Number of Base Units Permitted by Zoning: Minimum _____ Maximum _____

Density Bonus Requested (Select only one)

- Very-Low Income (min 5% of total units)
- Low Income (Min 10% if total units)
- Moderate Income (for sale only, min 10% total units)
- Low Income Foster Youth, Disabled Veterans, Homeless (min 10%)
- 100 percent affordable project
- Senior Citizen housing or mobile home park

Density Bonus Percent Requested _____

Number of Base Units Proposed _____

Number of Density Bonus Units _____

Number of Affordable Units _____

Total Number of Units _____

Number of Incentives or Waivers Requested (Describe Below)

1	
2	

3	
4	
5	

Residential Summary			
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Existing Square Footage of Residential Development		Proposed Square Footage of Residential Development	
Total Number of Units		Total Density Bonus Units	
Total Number of Affordable Units		Percentage of Affordable Units	

NON-RESIDENTIAL PROJECT INFORMATION			
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Existing Square Footage of Non-residential Development		Proposed Square Footage of Non-residential Development	
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List the proposed land uses by land use category (See Zoning Ordinance). Attach additional sheets as necessary.

<i>Land Use Category</i>	<i>Square Footage</i>
Total Nonresidential Square Footage	

SITE CONDITIONS	
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Are there any proposed point sources of air or water pollutants?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please describe:

Are there any historic and/or cultural resources on the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please describe:

Does the project site contain any species of special concern?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please describe:

Is a portion of the property located within any of the following? <i>If you answer yes to any of the following, please attach a separate sheet explaining your answer(s). Include appropriate maps showing the location of the project and applicable hazard or other areas and/or easements.</i>		Yes?	No?
A very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection, pursuant to Section 51178?			
Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993)?			
A hazardous waste site that is listed pursuant to Section 65962.5, or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code?			
A special flood hazard area subject to inundation by the 1 percent annual chance flood (100-year flood) as determined by any official maps published by the Federal Emergency Management Agency?			
A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (commencing with Section 8875) of Division 1 of Title 2?			
A stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with Section 1600) of Division 2 of the Fish and Game Code?			
Does the project site contain any recorded public easement, such as easements for storm drains, water lines, and other public rights-of-way?			
Does the project contain a stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with Section 1600) of Division 2 of the Fish and Game Code? Provide an aerial site photograph showing existing site conditions of environmental site conditions of environmental site features that would be subject to regulations by a public agency, including creeks and wetlands?			
APPLICANT INFORMATION			
Name			
Mailing Address			
City	State	ZIP	
Email	Phone		
PROPERTY OWNER INFORMATION			
Name			
Mailing Address			
City	State	ZIP	
Email	Phone		

CONTACT LIST

Please list the name(s) and email addresses for all plan preparers (architect, engineer, landscape architect etc).

Name		Phone Number	
Title		Email	
Name		Phone Number	
Title		Email	
Name		Phone Number	
Title		Email	
Name		Phone Number	
Title		Email	

Primary Point of Contact (Select ONE)	<input type="checkbox"/> Applicant	<input type="checkbox"/> Property Owner	<input type="checkbox"/> Architect	<input type="checkbox"/> Engineer
	<input type="checkbox"/> Other (<i>must be listed above</i>) _____			

APPLICANT DECLARATION

By signing below, the applicant hereby agrees to defend, indemnify, and hold harmless the City of Hollister, its Council, boards and commissions, officers, employees, volunteers, and agents from any claim, action, or proceeding against the City of Hollister, its Council, boards and commissions, officers, employees, volunteers, and agents, to attack, set aside, void or annul an approval of the application or related decision, including environmental documents, or to challenge a denial of the application or related decisions. The applicant's duty to defend, indemnify and hold harmless shall be subject to the City promptly notifying the applicant of said claim, action or proceeding and the City's cooperation in the applicant's defense of said claims, actions or proceedings. The City of Hollister shall have the right to appear and defend its interests in any action through the City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney or outside counsel if the City chooses to appeal and defend itself in litigation.

By signing below, I hereby certify that the application I am submitting, including all additional required information, is complete and accurate to the best of my knowledge. I understand that any misstatement or omission of the requested information or of any information subsequently requested may be grounds for rejecting the application, deeming the application incomplete, denying the application, suspending or revoking a permit issued on the basis of these or subsequent representations, or for the seeking of such other and further relief as may seem proper by the City of Hollister.

By signing below, I hereby certify that the applicant will submit a formal application for a development project within 180 calendar days of the City's acceptance of a SB 330 Application with all information required by the City's Project Checklist. If the Applicant does not submit this information within the 180-day period, then the preliminary application shall expire and have no further force or effect.

By signing below, I agree that if the project is revised so that that the number of residential units or square footage of construction changes by 20 percent or more, exclusive of any increase resulting from the receipt of a density bonus, incentive, concession, waiver, or similar provision, the SB 330 application shall become null and void.

Applicant Signature		Date	
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PROPERTY OWNER DECLARATION

Before the application can be accepted, the owner of each property involved must provide a signature to verify the Preliminary Application is being filed with their knowledge. Staff will confirm ownership based on the records of the City Engineer or County Assessor. In the case of partnerships, corporations, LLC or trusts, the agent for service of process or an officer of the ownership entity so authorized may sign as stipulated below:

- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying the agent for service of process or an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25 interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.
- **Letter of Authorization (LOA).** A LOA from a property owner granting someone else permission to sign the Preliminary Application form may be provided if the property is owned by a partnership, corporation, LLC or trust, or in rare circumstances when an individual property owner is unable to sign the Preliminary Application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized to file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items 1-3 below. In the case of partnerships, corporations, LLCs or trusts, the LOA must be signed by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.
- **Grant Deed.** Provide a Copy of the Grant Deed if the ownership of the property does not match local records. The Deed must correspond exactly with the ownership listed on the application.
- **Multiple Owners.** If the property is owned by more than one individual (e.g. John and Jane Dow, or Mary Smith and Mark Jones) signatures are required of all owners.

1. I hereby certify that I am the owner of record of the herein previously described property located in Hollister, CA which is involved in this Preliminary Application, or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC, or trust as evidenced by the documents attached hereto.
2. I hereby consent to the filing of this Preliminary Application on my property for processing by the City of Hollister Community Development Department for the sole purpose of vesting the proposed housing project subject to the Planning and Zoning ordinances, policies, and standards adopted and in effect on the date that this Preliminary Application is deemed complete.
3. Further, I understand that this Preliminary Application will be terminated and vesting will be forfeited if the housing development project is revised such that the number of residential units or square footage of construction increases or decreases by 20 percent or more, exclusive of any increase resulting from the receipt of a density bonus, incentive, concession, waiver, or similar provision and/or a complete application requesting approval of an entitlement is not with the City of Hollister Community Development Department within 180 days of the date the complete Preliminary Application is filed.
4. By my signature below, I certify that the foregoing statements are true and correct.

Property Owner Name			
Property Owner Signature		Date	
Property Owner Name			
Property Owner Signature		Date	

ARCHITECT AND ENGINEER DECLARATION

Upon submission of official architectural and/or engineering plans or drawings, the City requests that you also provide a Site Map and/or Massing Diagram, as defined in California Government Code section 65103.5, to facilitate the public review process and to allow copying for the public. Architect/Engineer hereby acknowledges that a failure to provide a Site Map and/or Massing Diagram allows the City to copy submitted plans or drawings to facilitate public review.

Architect or Designer Name			
Architect Signature		Date	
Engineer Name			
Engineer Signature		Date	