



**City of Corning**  
PLANNING DEPARTMENT

794 Third Street, Corning CA 96021  
(530) 824-7036, • cmeeds@corningca.gov  
www.corning.org/planning

**PLANNING APPLICATION**

*If you require accommodations or assistance to complete this application, due to a disability as defined by the Americans with Disabilities Act, please notify City staff.*

**1. TYPE OF APPLICATION**

|   |   |                                      |
|---|---|--------------------------------------|
| <input type="checkbox"/> Annexation<br><input type="checkbox"/> Conditional Use Permit<br><input type="checkbox"/> Development Agreement<br><input type="checkbox"/> Final Map<br><input type="checkbox"/> General Plan Amendment<br><input type="checkbox"/> Lot Line Adjustment | <input type="checkbox"/> Lot Merger<br><input type="checkbox"/> Planned Unit Development<br><input type="checkbox"/> Rezone<br><input type="checkbox"/> Subdivision<br><input type="checkbox"/> Tentative Map<br><input type="checkbox"/> Time Extension<br><input type="checkbox"/> Variance | <input type="checkbox"/> Other _____ |
|---|---|--------------------------------------|

**2. SUBJECT PROPERTY INFORMATION**

Address/Location \_\_\_\_\_ APN(s) \_\_\_\_\_

Size (SF/acres) \_\_\_\_\_ Existing Use(s) \_\_\_\_\_

Zoning \_\_\_\_\_ General Plan \_\_\_\_\_ Is property under Williamson Act Contract? Yes  No

**3. DEVELOPMENT PROPOSAL INFORMATION (attach additional pages if needed)**

Detailed project description \_\_\_\_\_

Retail Square Footage \_\_\_\_\_ Office Square Footage \_\_\_\_\_ Industrial Square Footage \_\_\_\_\_

Total # market-rate units: \_\_\_\_\_ Single Family \_\_\_\_\_ Condominium/Townhouse \_\_\_\_\_ Apartments \_\_\_\_\_

Total # affordable units: \_\_\_\_\_ Single Family \_\_\_\_\_ Condominium/Townhouse \_\_\_\_\_ Apartments \_\_\_\_\_

Is the property a Historic Site? Yes  No  Is the site located in a Historic District? Yes  No

**4. PROPERTY OWNER INFORMATION (Signature required unless lawful power of attorney provided.)**

Name/Title \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

Home/Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**I hereby certify that I am the owner of record of the subject property(ies) described in this application and that I consent to the filing of the action requested herein. All property owners of record must sign the application.**

Owner Signature\* \_\_\_\_\_ Date \_\_\_\_\_

*(For multiple property owners, use additional signature blocks, below.)*

*\*Original (wet) signatures required throughout this application form. Copies will not be accepted.*

**5. APPLICANT AND DESIGNATED AGENT (Attorney-In-Fact) Designation is required for all applications.**

I, \_\_\_\_\_ (Property Owner), hereby designate \_\_\_\_\_ (agent) as the Applicant for the Property Owner for all purposes of processing this application with the City of Corning.

Owner Signature\*

*(For multiple property owners, use additional signature blocks, below.)*

Applicant Primary Contact/Designated Agent

Name/Title \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

Home/Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Signature\* \_\_\_\_\_ Date \_\_\_\_\_

I, \_\_\_\_\_, the undersigned hereby authorize the City of Corning to process the above-referenced permit application(s) in accordance with fees established by the City Council.

By signing this application, the applicant/property owner agrees to defend, indemnify, and hold the City of Corning harmless from any claim, action, or proceeding brought to attack, set aside, void, or annul the City's approval of this application, and any Environmental Review associated with the proposed project.

Owner (signature)\* \_\_\_\_\_ Date \_\_\_\_\_

Owner (print name) \_\_\_\_\_ Title (if any) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant (Print Name) \_\_\_\_\_

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**PLANNING DIVISION USE ONLY**

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Date

Fees

Received By

Notes

\_\_\_\_\_

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**8. Additional Property Owners (To be completed by each property owner of record)** Corning Planning Department

Assessor's Parcel Number(s) \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**I hereby certify that I am the owner of record of the subject property(ies) described in this application and that I consent to the filing of the action requested herein.**

Signature\* \_\_\_\_\_ Date \_\_\_\_\_

Assessor's Parcel Number(s) \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**I hereby certify that I am the owner of record of the subject property(ies) described in this application and that I consent to the filing of the action requested herein.**

Signature\* \_\_\_\_\_ Date \_\_\_\_\_

Assessor's Parcel Number(s) \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**I hereby certify that I am the owner of record of the subject property(ies) described in this application and that I consent to the filing of the action requested herein.**

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## **Required Documentation to include with submittal.**

### **Conditional Use Permit**

- 1) Site Plan (drawn to scale) showing existing and proposed uses, adjacent streets, utilities, driveways, parking areas, landscaped area, signage and sidewalks also show dimensions from proposed use in the front, rear and sides.
- 2) Current Title Report
- 3) Application Fee
- 4) Completed & Signed Planning Application

### **Tentative Map-Planned Unit Development-Subdivision**

- 1) Site Plan (Map prepared by a Civil Engineer) Parcel Map
- 2) Preliminary Title Report
- 3) Any Environmental documents if they are available
- 4) Current Title Report
- 5) Completed Environmental Questionnaire
- 6) Application Fee (payable to the City of Corning) As a result of the environmental review process, additional information along with additional fees may be requested.
- 7) Completed and Signed Planning Application

### **Lot Line Adjustment / Merger**

- 1) Drawing (prepared by a Licensed Land Surveyor or Civil Engineer) showing existing and proposed parcel boundary lines, streets, buildings, and utilities.
- 2) Resulting parcel descriptions.
- 3) Current Title Report
- 4) Application Fee
- 5) Completed and Signed Planning Application

### **Variance**

- 1) Site Plan (drawn to scale) showing existing and proposed uses, adjacent streets, utilities, driveways, parking areas, landscaped area, signage and sidewalks also show dimensions from proposed use in the front, rear and sides.
- 2) Current Title Report
- 3) Narrative supporting and justifying the finding listed in Section 17.58.020 of the Corning Municipal Code.
- 4) Application Fee
- 5) Completed and Signed Planning Application

### **Map Extension**

- 1) Completed and Signed Planning Application
- 2) Narrative explaining the need for the extension and estimated time of final map filing.