PROJECT DESCRIPTION
P-1(B)

Development Services
Planning Division
1635 Faraday Avenue
442-339-2600
www.carlsbadca.gov

APPLICATION INFORMATION

This submittal form (Part A and Part B) is to be completed as part of your application with the City of Carlsbad. Your project cannot be reviewed until this information is completed. Submittal of a detailed project description is important to ensure the timely review of your Land Use Review Application and to reduce repetitive review cycles.

The following instructions detail the types of information to include in your written project description. These instructions are not exhaustive. More complex entitlement requests typically require more comprehensive information while less complex requests might require less information. The intent of this form is to provide guidance on what type of information to include in the written project description. Prior to submitting an entitlement application, review the entitlement-specific filing instructions for each application type, as well as instructions for preparing a complete site plan or tentative map, etc.

A complete project description should include the following elements:

- ✓ **Project name:** Fill in the field with the name of the project, such as "Red Oak Homes" or "Benson Commercial." If no name is proposed, write the last name of the Applicant or Property Owner, plus a brief description such as "Jones Condo Conversion" or "Smith Residential Subdivision."

- ✓ **Applications applied for:** List the various application types for which you are applying. Consult with the Planning Division to determine required application types needed to process your specific project.

- ✓ **Assessor parcel no(s).:** Include all assessor parcel numbers included that are within the project boundary. Planning staff can assist you in determining the appropriate assessor parcel number(s).

- ✓ **Describe the complete project scope:** Provide a narrative description of the proposed project including, but not limited to: project area by square footage or acreage, proposed land use(s), number of developable lots or units proposed, number of common area or open space lots, open space acreage, site access and proposed roadway and circulation improvements, parking location, design and number of spaces, existing utilities by type and location, proposed utilities by type and location, project grading with estimated quantities for cuts and fills, proposed drainage and storm water treatment improvements, project phasing, proposed square footage of amenities buildings such as recreation centers and clubhouses, proposed square footage of commercial or industrial buildings, noise barriers, proposed parks and trails, landscaping improvements and other relevant information. Project descriptions for commercial land uses should also include days and hours of operation, number patrons or customers, number of employees, typical daily traffic, proposed outdoor uses or use areas, food or alcohol sales, descriptions of promotional events including uses with outdoor amplified speech or music.

PART A. Project Summary Information

NAME OF PROJECT: _____

APPLICATION PERMIT TYPES REQUESTED: _____

ACCESSOR PARCEL NUMBERS: _____

PROPERTY ADDRESS: _____

CONTACT: ☐ Applicant ☐ Property Owner ☐ Agent

Signature: _____

Name: _____ Date: _____

Fully describe the proposed project by application type. Include any details necessary to adequately explain the scope and/or operation of the proposed project. You may also include any background information and supporting statements regarding the reasons for, or appropriateness of, the application. Use an addendum sheet if necessary.

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PART B. Supplemental Information

Denote whether the following items are applicable to the project or if any portion of the property located within any of the following? Use an addendum sheet to further describe all items marked "yes" in this list (attach additional sheets as necessary).

	Yes	No
1. A very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection pursuant to Government Code § 51178 for State Responsibility Areas; or any official local maps published pursuant to Government Code § 51178 for Local Responsibility Areas.	☐	☐
2. Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993).	☐	☐
3. A hazardous waste site that is listed pursuant to Government Code § 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code § 25356 of the Health and Safety Code.	☐	☐

NOTE: Certification of compliance required on Form P-1(C).

4. A special flood hazard area subject to inundation by the 1 percent annual chance flood (100-year flood) as determined by the Federal Emergency Management Agency in any official maps published by the Federal Emergency Management Agency.	☐	☐
5. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist.	☐	☐
6. Any historic or cultural resources known to exist on the property.	☐	☐
7. The project requires any approvals under the Subdivision Map Act, such as a parcel map, a tentative map, or a condominium map.	☐	☐

NOTE: If "yes," you may need to complete Form P-1(E) and Form P-1(F).

8. Any existing residential use on the site (units or structures)?	☐	☐

NOTE: If "yes," you must complete Form P-38.

9. The project require a Density Bonus Approval.	☐	☐

NOTE: If "yes," you must complete Forms P-1(H).

10. The project site located within the Coastal Zone. ☐ ☐

NOTE: If "yes," you may need to complete Form P-6 and/or Form P-7.

a. If "yes," does any portion of the property contain wetlands, as defined in Title 14 of the California Code of Regulations § 13577. ☐ ☐

b. If "yes," does any portion of the property contain environmentally sensitive habitat areas, as defined in Public Resources Code § 30240. ☐ ☐

NOTE: If "yes," you may need to complete Form P-17 or Form P-18.

c. If "yes," does any portion of the property contain a tsunami run-up zone or mapped inundation area. ☐ ☐

d. If "yes," does any portion of the property contain any public access to or along the coast. ☐ ☐

11. The project impacts a stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with Fish and Game Code § 1600. ☐ ☐

12. Any portion of the property is subject to any recorded public easement, such as easements for storm drains, water lines, and other public rights of way. ☐ ☐

I/We declare under penalty of perjury that I/we have reviewed this Affidavit and the information furnished is true and correct.

Name: _____

Signature: _____

This form must be stapled/attached to the application and shall be effective until replaced or revoked in writing.

NOTE: The Applicant, Property Owner, or Agent should use this form when submitting project revisions to update the information provided in response to issues raised by during the course of the city's review.