

CITY OF BRISBANE

USE PERMIT APPLICATION INFORMATION FOR INTERIM USES IN THE BAYLANDS

SUBMITTAL REQUIREMENTS: For the Planning Commission to thoroughly review a proposal, certain information is required from you, the applicant. You should be aware that incomplete applications will not be placed on the Planning Commission agenda.

[] SIGNATURE OF THE LEGAL OWNER OF THE PROPERTY either on the application or on a separate written document authorizing the "APPLICANT" to submit the application on the owner's behalf. The person who is most knowledgeable about the proposal and who can answer questions by phone during daytime working hours should be designated as the "APPLICANT."

[] SITE DEVELOPMENT PLANS--Six (6) full-size legible sets and one (1) reduced (to 8 1/2" x 11" or 11" x 17"), legible and reproducible set of completely dimensioned, scaled site development plans, with bar scales, showing:

[] Existing and/or proposed structures with dimensioned floor plans (with the use of each room/space labeled);

[] Accurately dimensioned property lines, adjacent properties (and their uses), streets and easements; existing and proposed utilities, landscaping and bike/pedestrian paths; a small scaled vicinity map;

[] Existing and/or proposed parking, paving details, improved street width (curb-to-curb), sidewalks, and driveway cuts; for non-residential applications, identify compact and handicapped spaces and include a calculation of the required parking per the Brisbane Municipal Code;

Note: Plans submitted as part of an application are retained by the City of Brisbane.

[] PROJECT DESCRIPTION-- The attached "Supporting Statements for Interim Use Permit" must be completed, explaining the proposed use;

[] SUPPORTING STATEMENTS--To approve your application, the Planning Commission must make the findings required by Sections 17.40.060 and 17.41.060 of the Brisbane Municipal Code (see separate sheet). The attached "Supporting Statements for Interim Use Permit" must be completed addressing these findings.

[] PHOTOGRAPHS of the site; (continued)

[] FEE—See Line P2 in the current Master Fee Schedule.

Note: Planning fees are non-refundable.

CODE REFERENCES: Interim uses in the Baylands are regulated by Brisbane Municipal Code Chapter 17.41. Please refer to Brisbane Municipal Code Section 17.40.060 for the findings which must be made to approve any Use Permit application.

NOTIFICATION OF MEETINGS AND HEARINGS. You will receive confirmation of the date of the public hearing by mail or email via copies of the agenda and staff report. Copies are also available at the Planning Department before noon on the Friday before the hearing and on the City's website at www.brisbaneca.org under "CITY GOVERNMENT"—"ALL MEETINGS". Please call if you have not received a copy prior to the meeting. Applicants should attend all hearings to present their case and respond to any questions or comments.

NOTIFICATION OF ACTION. You will be notified by mail within one week following the hearing of the action taken. Please contact the Planning Department if you do not receive such notification.

USE PERMIT APPEALS. Anyone may appeal the action of the Planning Commission to the City Council not later than 15 calendar days after the Commission's action. An application form and fee (Line P47) is required to make a formal appeal.

FOR FURTHER INFORMATION, PLEASE CONTACT THE PLANNING DEPARTMENT, CITY OF BRISBANE, 50 PARK PLACE, BRISBANE, CA 94005, (415) 508-2120. MON-THURS: 8 A.M.-5 P.M. (TO 8 P.M. WED), FRI: 8 A.M.-1 P.M. TO ASSURE THAT SOMEONE WILL BE AVAILABLE TO HELP YOU, YOU MAY CALL AHEAD TO MAKE AN APPOINTMENT.

SUPPORTING STATEMENTS
for Interim Use Permit

Description of the proposed use: _____

Days and hours of operation: _____

Number of employees on site: _____

Company vehicles and equipment on site:

List the types and quantities of hazardous, toxic, flammable or explosive materials or wastes are involved with the use:

List any governmental permits required for the handling or storage of the hazardous materials involved with the use:

List any materials and equipment which will be stored outside and explain how these will be screened from public view:

Will the use generate air emissions, odors, smoke or dust? If so, how will these be controlled?

Will the use generate noise or vibration? If so, how will these be controlled?

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Supporting Statements

Will the use generate glare, heat or other impacts? If so, how will these be controlled?

Will the use generate waste materials? If so, how will these be disposed?

How will waste materials from the use be prevented from polluting storm water runoff?

What utilities and other infrastructure are required for your use? Are these existing on the site? If not, how will they be provided?

The Brisbane Municipal Code requires that your use benefit the property. List the benefits below: (a) eliminating blight or unsightly or hazardous conditions, (b) by installing improvements that will facilitate redevelopment of the property, (c) other:

The Brisbane Municipal Code requires that your use benefit the public. List the public benefits below: (a) creating jobs, (b) generating revenues, (c) providing needs goods or services, (d) other:

Will you establish a program to encourage employment of Brisbane residents in the construction and operation of the use? Explain:

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Will your use include any of the following?

YES NO

- the manufacture, processing, handling, treatment, transportation, recycling, or storage of hazardous, toxic, flammable or explosive materials or wastes in quantities for which a permit is required from any governmental agency
- the dumping, processing, sorting, recycling, recovery or storage of garbage, debris, scrap materials, or similar items (excluding the recycling of concrete or brick and the storage and processing of soils, rock, and other similar materials)
- uses that create unsightly visual impacts or the appearance of blight as seen from any other location with the city, such as automotive dismantling and wrecking yards, junk yards, outside storage of used equipment, trailers, or vehicles not being offered for sale, and outside storage of glass, metal, paper, cardboard, or other material collected for recycling or disposal (except as otherwise permitted)

Will your use include any of the following?

YES NO

- heavy manufacturing operations, including concrete or asphalt batch plants, foundries and other activities involving the fabrication of metal products from raw materials, processing of chemicals, and the rendering or refining of oils or animal materials

What is the length of time for which you are applying for an Interim Use Permit?

(For initial terms of up to 5 years, Planning Commission approval is required. For initial terms of more than 5 years, City Council approval is required, following a recommendation from the Planning Commission.)

APPLICANT'S SIGNATURE

DATE