



Planning Division
 525 Henrietta Street
 Martinez, CA 94553
 Tel. (925) 372-3515
www.cityofmartinez.org

STANDARD APPLICATION FORM

PROJECT INFORMATION

Project Address / Location		Assessor's Parcel Number (APN)	Lot Size (sq. ft.)	Flood Zone
General Plan Designation	Zoning District	Proposed Landscaping (Sq. ft.)	Approx. Slope of Lot (%)	
Existing Gross Floor Area (sq.ft.)	Existing Building Footprint (sq.ft.)	Existing # Parking Spaces	Existing Land Use	
Proposed Gross Floor Area (sq.ft.)	Proposed Building Footprint (sq.ft.)	Proposed # Parking Spaces	Proposed Land Use	
Brief Description of Project				

APPLICANT INFORMATION

OWNER INFORMATION

Applicant Name			Owner Name		
Applicant Address			Owner Address		
City	State	Zip	City	State	Zip
Phone	Cell		Phone	Cell	
Email			Email		

APPLICATION TYPE

<i>PLEASE CHECK ALL THAT APPLY</i>					
<input type="checkbox"/> Address Assignment / Change	<input type="checkbox"/> General Plan Amendment	<input type="checkbox"/> Re-Zone			
<input type="checkbox"/> Appeal (App. # _____)	<input type="checkbox"/> Lot Line Adjustment / Lot Merger	<input type="checkbox"/> Sign Permit			
<input type="checkbox"/> Change of Conditions	<input type="checkbox"/> Major Subdivision / Tract (≥ 5 lots)	<input type="checkbox"/> Temporary Land Use Permit			
<input type="checkbox"/> Commercial Cannabis Operating Permit	<input type="checkbox"/> Minor Subdivision (4 lots or fewer)	<input type="checkbox"/> Tree Permit			
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Noise Exemption Permit	<input type="checkbox"/> Variance / Exception			
<input type="checkbox"/> Design Review	<input type="checkbox"/> Preliminary Project Review	<input type="checkbox"/> Telecommunications Facilities Permit			
	<input type="checkbox"/> Reasonable Accommodation	<input type="checkbox"/> Other _____			

SUBMITTAL REQUIREMENTS

This form must be submitted to the Planning Division with the materials identified in the **Submittal Checklist & Guidelines** handout for the appropriate City permit or entitlement. If your application requires multiple permits or entitlements, submit the number of plan sets for the permit or entitlement that requires the largest number of plan sets.

OWNER / AGENT STATEMENT

Property Owner Consent – I am the legal owner of record of the land specified in this application or am authorized and empowered to act as an agent on behalf of the owner of record on all matters relating to this application. I declare that the foregoing is true and correct and accept that false or inaccurate owner authorization may invalidate or delay action on this application. I hereby grant permission to access the property to individuals involved in the processing of the subject application(s). I agree to defend, indemnify and hold harmless the City, its agents, officers, officials, and employees from all claims, demands, lawsuits, writs of mandamus, and other actions or proceedings (collectively "Actions") brought against the City or its departments, commissions, agents, officers, officials, or employees to challenge, attack seek to modify, set aside, void or annul any City decision made in connection with this application. In the event the City becomes aware of any such Actions, the City shall promptly notify me and shall cooperate fully in the defense. It is expressly agreed that the City shall have the right to approve, which approval shall not be unreasonably withheld, the legal counsel providing the City's defense, and I shall reimburse City for any attorney's fees, costs and expenses, including any plaintiff's or other third party's attorneys' fees, costs and expenses, directly and necessarily incurred by the City in the course of the defense.

Print Name	Signature	Date