

**CITY OF FORT BRAGG**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
416 North Franklin Street  
Fort Bragg, CA 95437  
Tel: (707) 961-2827  
Fax: (707) 961-2802  
http://city.fortbragg.com



Case No(s) \_\_\_\_\_  
Date Filed \_\_\_\_\_  
Fee \_\_\_\_\_  
Receipt No. \_\_\_\_\_  
Received by \_\_\_\_\_

*Office Use Only – August 2016*

## PLANNING APPLICATION FORM

Please complete this application thoroughly and accurately, and attach the required exhibits as indicated in the applicable brochure available from the Community Development Department. Incomplete applications cannot be processed until they are complete. Please note that administrative permits may require additional fees if an interested party requests a public hearing. Public hearing expenses are borne by the applicant, owner, or agent.

### APPLICANT

Name: \_\_\_\_\_  
Mailing  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

### PROPERTY OWNER

Name: \_\_\_\_\_  
Mailing  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

### AGENT

Name: \_\_\_\_\_  
Mailing  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

**STREET ADDRESS OF PROJECT** \_\_\_\_\_

**ASSESSOR'S PARCEL NUMBER(S)** \_\_\_\_\_

**PROPERTY SIZE** \_\_\_\_\_ Square Feet **or** \_\_\_\_\_ Acres

### TYPE OF APPLICATION (Check all applicable boxes)

- |  |  |
|--|--|
| <input type="checkbox"/> Design Review/Site & Architectural Review | <input type="checkbox"/> General Plan Amendment                |
| <input type="checkbox"/> Use Permit/Minor Use Permit               | <input type="checkbox"/> Local Coastal Program Amendment       |
| <input type="checkbox"/> Coastal Development Permit                | <input type="checkbox"/> Rezoning                              |
| <input type="checkbox"/> Variance/Administrative Variance          | <input type="checkbox"/> Annexation                            |
| <input type="checkbox"/> Lot Line Adjustment                       | <input type="checkbox"/> Pre-application Conference            |
| <input type="checkbox"/> Subdivision (no. of parcels) _____        | <input type="checkbox"/> Limited Term Permit                   |
| <input type="checkbox"/> Certificate of Appropriateness (COA)      | <input type="checkbox"/> Permit Amendment (list permits) _____ |
| <input type="checkbox"/> Planned Development Permit                |  |
| <input type="checkbox"/> Certificate of Compliance                 |  |

### PROJECT DESCRIPTION

Briefly describe project as shown on proposed plans \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## CERTIFICATION

I hereby certify that I have read this completed application and that, to the best of my knowledge, the information in this application and all attachments is complete and accurate. I understand that failure to provide requested information or misstatements submitted in support of the application shall be grounds for either refusing to accept the application, for denying the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or for seeking of such further relief as may seem proper to the City.

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

## INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

Ordinance No. 771, adopted by the Fort Bragg City Council on September 26, 1994, requires applicants for discretionary land use approvals to sign the following Indemnification Agreement. Failure to sign this agreement will result in the application being considered incomplete and withheld from further processing.

As part of this application, the applicant agrees to defend, indemnify, release and hold harmless the City of Fort Bragg, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Fort Bragg Municipal Code Chapters 17.70.060 and 18.70.060 from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attach, set aside, void or annul the approval of this application or adoption of the environmental document which accompanies it. The indemnification shall include, but not be limited to, damages, costs, expenses, attorneys fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive [or active], but not sole, negligence on the part of the City, its agents, officers, attorneys, employees, boards and commissions.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## SITE VIEW AUTHORIZATION

I hereby grant permission for City staff and hearing bodies to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports and render its decision.

\_\_\_\_\_  
Property Owner/Authorized Agent

\_\_\_\_\_  
Date

*NOTE: If signed by agent, **owner** must sign "Authorization of Agent" below.*

## DECLARATION OF POSTING

At the time the application is submitted for filing, the applicant must complete and post the "Notice of Pending Permit" form at a conspicuous place, easily read by the public and as close as possible to the project site. If the applicant fails to post the completed notice form and sign the Declaration of Posting, the Community Development Department cannot process the application.

I hereby certify that my authorized representative or I posted the "Notice of Pending Permit" form in a conspicuous place, easily seen by the public and as close as possible to the project site for:

\_\_\_\_\_  
(Describe location where notice is posted)

\_\_\_\_\_  
Property Owner/Authorized Agent

\_\_\_\_\_  
Date

*NOTE: If signed by agent, **owner** must sign "Authorization of Agent" below.*

## AUTHORIZATION OF AGENT

I hereby authorize \_\_\_\_\_ to act as my representative and to bind me in all matters concerning this application.

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Date



# NOTICE OF PENDING PERMIT

THE CITY OF FORT BRAGG IS PROCESSING AN APPLICATION  
FOR DEVELOPMENT ON THIS SITE

**PROPOSED DEVELOPMENT:**

**STREET ADDRESS:** \_\_\_\_\_

**ASSESSOR PARCEL NUMBER(S):** \_\_\_\_\_

**APPLICANT'S NAME:** \_\_\_\_\_

**DATE NOTICE POSTED:** \_\_\_\_\_

**For further information, please contact:**  
City of Fort Bragg

**Community Development Department**  
416 North Franklin Street  
Fort Bragg, CA 95437

***Tel: 707-961-2827***

NOTE: At the time an application is submitted for filing, the applicant must complete and post this notice in a conspicuous place, easily read by the public and as close as possible to the project site. A notice of the public hearing will be mailed 10 days prior to the public hearing to property owners within 300 feet of the project site and all other parties requesting notification.