



R1 EXCEPTION APPLICATION FORM

Community Development Department
10300 Torre Avenue
Cupertino, CA 95014

(408) 777-3308 / Fax (408) 777-3333
planning@cupertino.org
http://www.cupertino.org/planning

| | |
|-----------------|--------|
| Project Address | APN(s) |
|-----------------|--------|

| PROPERTY OWNER | | APPLICANT | |
|--------------------------|-------|--------------------------|-------|
| Name | | Contact Person / Company | |
| Address | | Address | |
| City | | City | |
| State | Zip | State | Zip |
| Phone () | Email | Phone () | Email |
| Property Owner Signature | | Applicant Signature | |
| Date | | Date | |

Brief Project Description

I certify that the foregoing statements are true and correct to the best of my knowledge. I understand that a misrepresentation of any submitted data may invalidate an approval by the Director of Community Development, Design Review Committee, Planning Commission or City Council of this application. I understand that the application may be withdrawn if my authorized representative or I am not present at the scheduled meeting(s) unless a written request for postponement has been presented to the applicable review body. I have discussed this application with the Public Works staff and I understand the public improvement requirements associated with this proposal. I understand application fees are nonrefundable.

X _____
Applicant's Signature Date

I declare under penalty of perjury that I am the owner of said property or have Power of Attorney (attach copy) from said property owner and that I consent to the above-described application and I authorize City staff to visit the site in order to take photographs, slides and/or videotape that may be shown at a city meeting. I understand application fees are nonrefundable.

X _____
Property Owner's Signature Print Property Owner's Name Date

Staff use only:

Application accepted by _____ on _____ File No.(s): _____

Application type: _____

For Amendments or Modifications, list the original permit: _____



CUPERTINO

APPLICATION REQUIREMENTS

Community Development Department

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Fees

| | | |
|----------------------------------|----------------|---|
| R1 Exception Fee | \$4,673 | Non-refundable fee |
| Public Noticing Fee | \$268 | Non-refundable fee; Adjacent neighbors will be noticed |
| Categorical Exemption | \$180 | Non-refundable fee |
| Categorical Exemption Filing Fee | \$50 | Non-refundable fee |
| Architectural Consultant Deposit | \$2,300* | *Applicant will pay Consultant invoice amount plus 15% City admin fee per invoice |
| ESTIMATED TOTAL | \$7,471 | |

Requirements

- Application Form and Public Works Confirmation
- Application Fees and Deposit
- Plan Set Requirements
 - *Electronic plan set with individual sheets*
 - ****Additional plans may be necessary depending on the particular exception(s) being requested.**

Plan Set Contents

Vicinity Map, Project Data

Site Plan

- Scale & north arrow.
- Lot line dimensions, setbacks and dimensions from the building to property lines.
- Location of existing and proposed building wall and eave lines (including decks and balconies).
- For encroachment into a setback: Location of proposed building wall lines and existing building wall lines of buildings on adjoining properties.
- Existing/proposed finished floor elevation of subject property and adjoining lot buildings.
- Accurate location, size, species type and spread of existing trees on property and in public ROW.

Floor Area Diagram

- Show the first floor and second floor areas that are being added as floor area ratio.

Floor Plans

- Fully dimensioned floor plans.
- Show the first story roof on the second story floor plan.

Elevation and Cross Section Plans

- Building dimensions, first and second floor plate heights and total height.
- Indicate the single-story building envelope as described in Section 19.28.060 G (2) of the R1 Ord.

Roof Plans

- Plans for all roof levels showing ridge lines, materials, pitches

The Design Review Committee (DRC) meets the 1st and 3rd Thursdays of each month at 5:00 P.M.



PUBLIC WORKS CONFIRMATION FORM

Public Works Department
10300 Torre Avenue
Cupertino, CA 95014

(408) 777-3354 / Fax (408) 777-3333
publicworks@cupertino.org
http://www.cupertino.org/publicworks

A Public Works confirmation form, if required, must be completed **prior to project submittal** to the Planning Department. The fee for the confirmation is \$329.00 (Note: credit will be given if a Building Permit is submitted within one year of sign-off date). The purpose of this confirmation is to identify preliminary Public Works comments to be implemented at the Building Permit stage and to identify issues, which may adversely affect the application. Please submit this form, the fee, and a copy of the site plan to the Public Works Department for review. The Public Works Department can be reached at (408) 777-3354.

Project Address: _____ **Email Address:** _____

Applicant Name: _____ **Phone No:** _____

***** For Public Works Department Use Only *****

PW Confirmation Required (\$329) _____

Addition: _____ Single Family Dwelling _____ Flood Zone: _____

Requirements:

- Dedicate Right-of-way (road): _____
- Easement (streetlight): _____
- Offsite improvements required (circled) and show on plan: sidewalk, curb and gutter, curb ramp, driveway, pavement, street light, street tree to be install by City \$_____.
- Registered civil engineer required to design grading plans or improvement plans
- Clearly show all utility lines from the house/project site to the street (electric, electric panel, gas, water, sewer). Indicate as new (N) or existing (E)
- Underground all overhead utility service to new house or new electric panel
- Show roof down spouts and splash blocks to direct storm water to landscaped areas.
- Minimize impervious surface and promote water infiltration.
- Show onsite drainage on site plan with flow direction or slope percentage; direct drainage to landscaped area and drain towards the street.
- Include relevant City Standard notes and Details on plans
- Encroachment permit or Development Agreement
- Streamside Permit
- Soils letter/report
- Master Storm Area fees \$_____
- Submit preliminary title report and Quitclaim underground water rights
- Parkland Dedication In-lieu Fees \$_____

Comments:

Signature

Title

Date