



CUPERTINO

# RSCP OPERATIONAL PLAN APPLICATION

Community Development Department  
10300 Torre Avenue, Cupertino, CA 95014  
(408) 777-3251 housing@cupertino.org <http://www.cupertino.org/housing>

**SITE INFORMATION**

APPLICANT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

PROPERTY OWNER NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**ACKNOWLEDGEMENT & SIGNATURES**

Please initial to acknowledge the following statements:

\_\_\_\_\_ *I have read and understand the Cupertino Rotating Safe Car Park (RSCP) Operational Guidelines.*

\_\_\_\_\_ *I confirm that the number of guests on site at any given time shall not exceed 25 individuals.*

\_\_\_\_\_ *I confirm that the hours of operation shall not exceed 6:00 P.M. to 7:00 A.M.*

\_\_\_\_\_ *I confirm that adequate supervision will be provided.*

\_\_\_\_\_ *I confirm that fire safety regulations will be met.*

\_\_\_\_\_ *I confirm that the operational period shall not exceed a total of 2 months in a 12-month period.*

\_\_\_\_\_ *I understand that approval may be withdrawn if the host site does not operate in accordance with the Cupertino Municipal Code or the approved Operational Plan.*

**X**

Applicant's Signature	Print Applicant's Name	Date
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*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.*

**X**

Property Owner's Signature	Print Property Owner's Name	Date
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**SUBMITTAL REQUIREMENTS**

- Please attach the following information:**
- Site Information/RSCP Guest Welcome Letter:
    - Site address
    - Site & RSCP Team emergency contact information
    - Hours of operation
    - List of services to be provided at the site
    - State how the host will provide adequate supervision
    - State how the host will comply with fire safety regulations
  - Aerial Drawing/Screenshot (Site Plan) for the property showing
    - Property outline
    - Existing building(s) - Indicate which building(s) will be used by RSCP guests
    - Parking - Show parking area to be used by RSCP guests; Provide parking stall count
  - Sample Guest Acknowledgement Form to be distributed to guests

DATE RECEIVED: _____	ACCEPTED BY: _____
COUNTY SHERIFF APPROVAL: _____	DATE OF APPROVAL: _____
CITY MANAGER/DESIGNEE APPROVAL: _____	DATE OF APPROVAL: _____