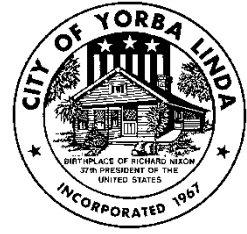


Filing Instructions for: Zone Change



A. Purpose:

A Zone Change may be granted by the Planning Commission to alter the present land use for density under a specific zoning classification. In most instances, a General Plan Amendment must also be filed through the Community Development Department and is reviewed concurrently with the Zone Change.

B. Filing Requirements:

- _____1. Uniform Application
- _____2. Public hearing information.
 - a. Property ownership list – one typed list on gummed labels, listing the names, addresses, and assessor’s parcel numbers of all property owners within 300 feet of the exterior boundaries of the subject property.
 - b. Radius map drawn on the Assessor’s Parcel Maps, indicating the subject property with a 300-foot radius drawn around the property. (see attached example)
 - c. The list shall be obtained from the latest equalized assessment roll issued by the Orange County Assessor, 500 S. Main St. 2nd Floor, Orange, CA (714) 834-2727.
- _____3. Fifteen (15) sets of plans, drawn to scale, containing of the following:
Site Plan:
 - a. Site plan showing all property lines, lot dimensions, existing structures, proposed structures, and setbacks.
 - b. Vicinity map showing major cross streets and surrounding zones.
- _____4. A letter of intent which describes the current and proposed uses of the property.
- _____5. The Community Development Department may require additional information or plans if found to be a necessity in effectively analyzing this request.

Special Requirements:

C. Plan Preparation:

1. All plans should be drawn on uniform sheets, no greater than 30”x 42”

2. All plans should be folded to approximately 10"x12" and grouped into full sets
3. All plans must be clear, legible, accurately scaled and fully dimensioned

D. Plan Preparation:

1. All plans should be drawn on uniform sheets, no greater than 30"x 42"
2. All plans should be folded to approximately 10"x12" and grouped into full sets
3. All plans must be clear, legible, accurately scaled and fully dimensioned

E. Filing Fees:

Please be aware that this is a deposit-based account (charged on an hourly basis), which may require additional request for funds in the future.

Initial Deposit - \$11,440.00 (Payable to City of Yorba Linda)

Note: Charged against the deposit at a rate of \$286.00 per hour

F. Environmental Evaluation Fees (as necessary):

| | |
|---|---|
| Per Environmental Consultant Contract | \$286.00 per hour (or as per environmental consultant contract) |
| Dept. of Fish & Game Filing Fee - (Neg. Dec) | \$ 2,480.25 |
| Dept. of Fish & Game Filing Fee - (Mit. Neg. Dec) | \$ 2,480.25 |
| Dept. of Fish & Game Filing Fee - (EIR) | \$ 3,445.25 |
| Certified Regulatory Program | \$ 1,171.25 |
| County Administrative Fee | \$ 50.00 |

**On separate check made out to "Orange County Clerk/Recorder"*