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## Specific Plan

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A Specific Plan is a land use plan for a designated area of the City that is based on the adopted Soledad General Plan but containing more detailed policies, standards, diagrams and design criteria. Specific Plans are required for all future growth areas within the City's planning area pursuant to its adopted General Plan. Although specific plans are intended to implement and supplement the goals and policies of the adopted General Plan, some specific plans require approval of a prior or concurrent General Plan amendment (see General Plan Amendment information sheet for details). The proposed specific plan will be reviewed for compatibility with existing or desired conditions in surrounding neighborhoods and for consistency with the adopted General Plan. The draft specific plan is reviewed by both the Planning Commission and City Council following noticed public hearings.

**Pre-Application Meeting:** Prior to a formal plan submittal, a pre-application meeting with a planner is required to review the application requirements and preliminary plans in relation to City development standards, general plan & and zoning requirements, and any potential issues.

**Application Submittal Meeting:** All applications require a submittal meeting with a Planner to be sure each of the below-stated submittal requirements has been completed. A complete application will expedite the initial planning review process.

This checklist includes those items that must be submitted for a complete application. Additional items may be required following review by City Staff as each project and project site is unique. If the application is not complete, a notice of incompleteness will be sent within 30-60 days of application submittal. If you have any questions please call (831) 223-5041 and ask to speak with a Planner.

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### **Application Submittal Checklist:**

- Completed Application Form & Fees** (see attached). Property owner must complete and sign form.
- Submit the Application Deposit.**
- Written Justification Statement, to include:**
  - How the proposed specific plan will be compatible with existing or desired conditions in surrounding neighborhoods and surrounding General Plan land uses and General Plan policies.
  - Whether or not any modifications of zoning regulations, development standards, or processing requirements are proposed, and if so, what design and amenities will be incorporated in the project to warrant said modifications.
  - Special project goals, such as dedication of open space, natural features or historic resources, or unique development or design concepts.
  - Why benefits derived from the Specific Plan zone cannot be reasonably achieved through existing development standards or processing requirements of existing zoning districts.
  - Identify certain redeeming project features and community benefits that compensate for requested modifications.
  - Specify clearly how and to what extent such plan is to supplement or supersede any adopted ordinances, regulations and standards of the City which are applicable.
- Specific Plan Content.** A draft Specific Plan document (8 copies initially) document with the minimum contents required by California Government Code Section 65451 and the Soledad General Plan, and optional contents to address other subjects, which in the judgment of the City, may be necessary or desirable for the implementation of the General Plan. A Specific Plan shall include text, tables, and diagram(s) which specify all of the following information:

- The distribution, location, extent and intensity of land use including open space, within the area covered by the Specific Plan;
  - Inclusionary Housing Proposal indicating how the project's inclusionary housing requirement would be met.
  - The proposed distribution, location, extent, and intensity of major public facility and service components such as public and private transportation, schools, parks, open space, sewage, water, drainage & best management practices, solid waste disposal, energy and other essential facilities proposed to be located within the area covered by the Specific Plan which are consistent with adopted infrastructure master plans;
  - Phasing of development and public facilities;
  - Standards and criteria by which development will proceed, and standards for the conservation, development, and utilization of natural resources, where applicable;
  - Illustrated design guidelines for each type of development and/or neighborhood theme;
  - A program of implementation measures including regulations, programs, public works projects, and financing measures necessary to carry out the Specific Plan;
  - The implementation of all applicable provisions contained within each element of the General Plan (e.g. land use, circulation, housing, open space, etc);
  - The identification of proposed changes, deviations and/or modifications to adopted City policies or standards;
  - Such other information as is deemed necessary by the City to assure that the proposed Specific Plan is consistent with the provision of State laws, the General Plan and any other laws and regulations of the City and all other local agencies.
- Site Plan.** Location, property boundaries and dimensions, existing buildings, fences, trees, topographic land features, easements & right-of-ways, and proposed improvements. Show all proposed infrastructure and public improvements including, lighting, parking, street & sidewalks with cross-sections, and utilities. Identify adjacent uses.
- Preliminary Grading and Drainage Plan.**
- Preliminary Landscaping Plan.**
- Completed Environmental Information Form.** See attached.
- Preliminary Title Report.** Shall be current within six months. In locations where proposed use is within an existing tenant space written landlord approval may be substituted for a title report.
- Photo Board.** 8½" x 11" site photo board(s) showing project area and surrounding adjacent properties.

#### **Public Hearing Notification Materials**

- Assessor's Information.** Assessor's Parcel Map showing all properties within 300' of the boundaries of the subject property.
- Envelopes.** Stamped envelopes with addresses for all property owners within 300' of the boundaries of the subject property.
- List of property owners.** Copy of the list of property owners within 300' of the subject property.
- Additional Information.** Any additional information or reports that you believe may be required to expedite the staff review, including environmental review & analysis and a fiscal impact analysis. Examples may include noise studies, soil studies, encroachment permits, well abandonment permits, etc.