

# PLANNING APPLICATION

## APPLICATION TYPE

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|---|---|--|
| <input type="checkbox"/> Design Review          | <input type="checkbox"/> Use Permit               | <input type="checkbox"/> Variance  |
| <input type="checkbox"/> Parcel/Subdivision Map | <input type="checkbox"/> Lot Line Adjustment      | <input type="checkbox"/> Condo Conversion                                  |
| <input type="checkbox"/> Sign Permit            | <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Minor Amendment to Plans w/in 2 years of approval |


Project Site Address:		<u>Zoning District:</u>
Property Owner(s) Name:		
Email:		Phone:
Mailing Address:	City:	State/Zip:
Applicant(s) Name (contact person):		
Email:		Phone:
Mailing Address:	City:	State/Zip:

## PROJECT DESCRIPTION

Email application and all [submittal requirements](#) as PDF documents as attachments or via file share link to [planning@albanyca.org](mailto:planning@albanyca.org). Failure to submit a complete application will result in your application not being accepted. Planning fees will be invoiced and sent to the property owner/applicant once the application has been accepted. The application is deemed submitted on the date fees are paid in full.

**TERMS AND CONDITIONS OF APPLICATION**

I, **Property Owner** and I, **Applicant**, certify that: 1) I have full legal capacity to, and hereby do, authorize the filing of this application; and 2) the information and exhibits submitted are true and correct. I understand that conditions of approval are binding and agree to be bound by those conditions, subject only to the right to object at the public hearings or during the appeal period.

_____ Property Owner Signature	_____ Printed Name	_____ Date
	_____ Printed Name	_____ Date
_____ Applicant Signature (if different)	_____ Printed Name	_____ Date

By signing the above the project Applicant and Property Owner agree to defend, indemnify and hold the City of Albany (City) from all claims, demands, lawsuits, writs of mandamus, referendum, and other actions or proceedings brought against the City to challenge, attack, seek to modify, set aside, overturn, void or annul any City’s actions made in connection with the applicant’s project. It is expressly agreed that the City shall have the right to select the legal counsel providing the City’s defense. Applicant and Property Owner shall reimburse City for any attorneys’ fees, costs, and expenses, including any plaintiff’s or other third party’s attorneys’ fees, costs and expenses, directly and necessarily incurred by the City in the course of the defense, including any and all costs which may be incurred by the City in conducting an election as a result of a referendum filed to challenge the project approvals. For the purposes of this indemnity, the term “City” shall include the City of Albany, its officers, officials, employees, agents and representatives.

**ONLINE POSTING CONSENT**

CA Govt. Code Section 65103.5 –“Local Planning; Architectural Drawings”

I, copyright holder (e.g. licensed architect or engineer) of record for the plans prepared for the project hereby consent to posting Planning Application plans on the City of Albany website and Planning & Zoning Commission/City Council agenda packets for online access and public review. I understand that authorization to publish project plans online is entirely elective and not required by the City of Albany.

_____ Copyright Holder Signature	_____ Printed Name	_____ Date
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I understand that if I do not elect to online posting, the application will not be deemed complete unless a separate Massing Diagram and Site Plan are prepared for posting as defined in CA Govt. Code Section & CA Govt. Code 65013.5(f)(3).