



SUBMITTAL REQUIREMENTS

Zoning Amendment

Mailing Address: Planning Division
PO Box 660 1600 First Street
Napa, CA 94559 707.257.9530

PURPOSE

Purposes of zoning ordinance amendments are to provide standards to implementation of the General Plan and protect the health, safety and general welfare.

The City Council may approve an amendment to the zoning map or zoning regulations if the following findings can be made:

1. The proposed amendment is consistent in principle with the General Plan; and
2. The public health, safety and general welfare are served by the adoption of the proposed amendment.

If a rezoning is proposed that would reduce planned residential densities, the Council must also find that the remaining sites in the Housing Element are adequate to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584; or if not, that it has identified sufficient additional, adequate and available sites with an equal or greater residential density in the jurisdiction so that there is no net loss of residential unit capacity.

SUBMITTAL MATERIALS

Some submittal requirements may be waived depending on the type of project. Unless waived on this form with a cross-out/staff initial, all submittal information shall be provided before the application is accepted as complete.

If another City permit or Project entitlement is also required, the materials supporting the added permit or entitlement must also be submitted.

If your application requires multiple permits or entitlements, submit the number of plan sets for the permit or entitlement that requires the largest number of plans sets.

- 1 **Planning Application Form** - Completed and signed by all property owners holding a title interest.
- 2 **Fee/Initial Deposit** - City Fee Schedule charges staff time and materials. The initial deposit is \$5,000 for City Council review. Check payable to City of Napa.
- 3 **Written Project Description** - Describe in detail the proposed amendment to the zoning map, what is being proposed, why it is being proposed, and how it may meet the required findings from Zoning Ordinance Section 17.66.080.
- 4 **Corresponding Application Materials** - Zoning Amendments are typically requested as part of another development application. In addition to the materials for the corresponding application, the application will need to include a map, at an appropriate scale, fully dimensioned and accurately drawn, identifying the current and proposed zoning; and adjacent properties zoning within a minimum 300 feet of the project site.
- 5 **Mailing labels** - Provide a 500+ foot radius mailing list and mailing labels for public hearing notice per 17.68.070.
- 6 Other data or information necessary to complete processing of the map and environmental documents.
- 7 Other - _____