



City of Newark

MINOR USE PERMIT APPLICATION

Sections A, B and C are to be completed by the applicant in their entirety and shall be accompanied by all supporting documents such as plans, studies, reports and exhibits, unless specifically waived by the appropriate City staff member and noted thereon.

SECTION A - PROJECT INFORMATION

Project Name: _____

Project _____

Description: _____

APN #(s): _____

Site Address/ _____

Location: _____

General Plan: _____

Zoning: _____

Specific Plan: _____

Proposed Use: _____

Proposed Phases: _____

Related Cases: _____

SECTION B – STATEMENT OF OPERATIONS

The purpose of this form is to provide a detailed statement outlining the day-to-day operation of the proposed project. Any approval related to this application will be based on the information provided and will therefore be subject to the continued operation of the proposed project consistent with the information provided. Please be aware that any activities beyond those described here may result in the need to amend your use permit in the future, thus it is encouraged that the information provided be based on the ultimate operation level of the proposed use.

Description of proposed use: _____

Hours of operation: _____

Number of employees: _____

List any other local, state or federal licenses or permits required: _____

Types of equipment and processes used: _____

Describe any hazardous materials used, stored, or produced on-site: _____

Describe any other special characteristics specific to the proposed use: _____

SECTION C - APPLICANT/OWNER INFORMATION

Applicant: _____
(Name) (Phone)

(Mailing Address) (Email)

Owner(s): _____
(Name) (Phone)

(Mailing Address) (Email)

Architect: _____
(Name) (Phone)

(Mailing Address) (Email)

(California State License #)

Applicant Certification

I certify that I have read this application packet in its entirety and understand the City's submittal and review process and the requirements for this application. I further certify that each application item submitted as part of this application is consistent with the minimum required contents for of this application. I understand and agree that if during the processing of the application, it is determined the information does not strictly meet such standards or contains errors or omissions, clarification and/or supplemental information may be required and the preparation of such information may be considered, in the Community Director's judgment, an unreasonable delay and will result in a suspension of processing time limits.

Applicant's Signature: _____ Date: _____

Print Name: _____

Owner Certification

I certify under the penalty of the laws of the State of California that I am the property owner of the property that is the subject matter of this application and I am authorizing and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Newark, if any, may result in restrictions, limitations and construction obligations being imposed on this real property.

Owner/Authorized Agent Signature: _____ Date: _____

Print Name(s): _____