



CITY OF DUBLIN
Zoning Clearance Application
Auto-Related Uses in the
Scarlett Court Overlay Zoning District

PROJECT INFORMATION

Project Address: _____ Project APN: _____

Project/Business Name: _____

Brief Project Description: _____

SUBMITTAL INFORMATION

Required submittal items:

1. **Application fee**
2. **Written Description** of Use (includes a description of the business, operational hours, target clientele)
3. **Site plan** (includes property with building, parking spaces, landscaped areas)
4. **Floor plan** of building or tenant space noting all types of uses in the building and their locations)

ACKNOWLEDGEMENT OF APPLICANT

By signing below, the Applicant certifies that the information contained in this application is true and correct and agrees to the following:

- The Auto-Related Use will operate in accordance with the plans and written description stamped approved and on file with the City of Dublin Community Development Department.
- The Auto-Related Use will operate in compliance with the Development Standards and Regulations outlined in Section 8.34.080.A of the Dublin Municipal Code.
- If it is determined at any time that the Auto-Related Use does not meet all of the Development Standards and Regulations outlined in Section 8.70.040 of the Dublin Municipal Code, a Minor Use Permit for the facility will be required.
- Any physical changes to the building and/or tenant space require a Building Permit. Certain changes to the site and building may be required before the use can open for business. The changes may require plans to be prepared by a licensed professional and these improvements may have substantial costs associated with them. It is the responsibility of the Applicant to obtain all necessary permits or to seek clarification as may be required prior to establishing the proposed use or improving the property.
- It is the responsibility of the applicant to consult with the City of Dublin Public Works Department regarding requirements to provide a solid waste enclosure, and trash capture and stormwater treatment facilities.
- It is the responsibility of the Applicant to talk to a representative of the Dublin San Ramon Services District (DSRSD) staff to find out if permits or approvals are needed from DSRSD that relate to the provision of water and sewer services to the project site.

- The following handouts have been received:
 - [“Work Exempt from a Building Permit”](#)
 - [Chapter 8.34 \(Scarlett Court Overlay Zoning District\) of the Dublin Zoning Ordinance](#)
- The proposed use shall not be established prior to receiving a Zoning Clearance approval from the Community Development Director and all necessary permits, approvals, and occupancy clearances obtained.

Applicant Name (Print or Type): _____ **Title:** _____

Business Mailing Address (street, city & zip): _____ **Phone:** _____

Signature: _____ **Date:** _____

AUTHORIZATION OF PROPERTY OWNER

By signing below, the Property Owner (or his/her representative) authorizes the proposed use to be operated in compliance with this Zoning Clearance.

Property Owner’s Name: _____ Phone: _____

Zoning Clearance Approval:

Comments attached from:

- _____ **Building Division**
- _____ **Public Works**
- _____ **Fire Prevention**
- _____ **Planning Division**