



# Planner Consultation

A **PLANNER CONSULTATION-(CNS)** is a paid session with planning staff to answer detailed questions about the planning process and regulations, ordinance requirements or permit procedures. You will receive a monthly invoice for all processing costs. A refund will be given if final charges are less than your security deposit, or you will receive a final bill, if final charges exceed your security deposit. A pre-application may be recommended if the scope of your request is extraordinary. Please remember that planners cannot predict final decisions nor answer "will my project be approved?" A security deposit must be received at the time of application submittal.

## THIS PACKAGE CONTAINS \_\_\_\_\_

✓ APPLICATION

## AND, IF ✓'D, ALSO CONTAINS \_\_\_\_\_

**AGREEMENT TO PAY FOR PROCESSING FEES**

[Click to download Agreement to Pay form](#)

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**South County Office**  
123 E. Anapamu Street  
Santa Barbara, CA 93101  
Phone: (805) 568-2000  
Fax: (805) 568-2030

**North County Office**  
624 W. Foster Road, Suite C  
Santa Maria, CA 93455  
Phone: (805) 934-6250  
Fax: (805) 934-6258

Website: [www.sbcountyplanning.org](http://www.sbcountyplanning.org)

## SUBMITTAL REQUIREMENTS FOR A PLANNER CONSULTATION

### Cities Sphere of Influence

Is the site within a city sphere of influence? \*\*  Yes  No

If yes, which city? \_\_\_\_\_

\_\_\_\_\_ 1 Copy of completed Application

\_\_\_\_\_ 1 Check payable to Planning & Development

**This deposit will be held on account, similar to a security deposit. You will receive monthly invoices that must be paid within 25 days from the date of the invoice. The deposit will be applied to the final invoice.**

\_\_\_\_\_ 1 Agreement to Pay For Processing Fees  
[Click to download Agreement to Pay form](#)

\*\* If additional information is needed regarding location of a City's Sphere of Influence, please contact our zoning information counter.



PLANNING & DEVELOPMENT  
PERMIT APPLICATION

SITE ADDRESS: \_\_\_\_\_  
ASSESSOR PARCEL NUMBER: \_\_\_\_\_  
PARCEL SIZE (acres/sq.ft.): Gross \_\_\_\_\_ Net \_\_\_\_\_  
ZONING: \_\_\_\_\_  
COMPREHENSIVE/COASTAL PLAN DESIGNATION: \_\_\_\_\_  
Are there previous permits/applications? no yes numbers: \_\_\_\_\_  
(include permit# & lot # if tract)  
Is this application (potentially) related to cannabis activities? no yes  
Did you have a pre-application? no yes if yes, who was the planner? \_\_\_\_\_  
Are there previous environmental (CEQA) documents? no yes numbers: \_\_\_\_\_  
Project description summary: \_\_\_\_\_  
\_\_\_\_\_

1. **Financially Responsible Person** \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
(For this project)  
Mailing Address: \_\_\_\_\_  
Street City State Zip  
2. **Owner:** \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Street City State Zip  
3. **Agent:** \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Street City State Zip  
4. **Arch./Designer:** \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ State/Reg Lic# \_\_\_\_\_  
Street City State Zip  
5. **Engineer/Surveyor:** \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ State/Reg Lic# \_\_\_\_\_  
Street City State Zip  
6. **Contractor:** \_\_\_\_\_ Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ State/Reg Lic# \_\_\_\_\_  
Street City State Zip

I hereby certify to the best of my knowledge, the information contained in this application and all attached materials are correct, true and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print name/date

COUNTY USE ONLY

Case Number: \_\_\_\_\_ Companion Case Number: \_\_\_\_\_  
Supervisory District: \_\_\_\_\_ Submittal Date: \_\_\_\_\_  
Applicable Zoning Ordinance: \_\_\_\_\_ Receipt Number: \_\_\_\_\_  
Project Planner: \_\_\_\_\_ Accepted for Processing \_\_\_\_\_  
Zoning Designation: \_\_\_\_\_ Comp. Plan Designation \_\_\_\_\_

# **PLANNER CONSULTATION APPLICATION**

*Planners may be consulted when you have numerous or complex questions, yet you have not yet developed your idea enough to apply for a pre-application meeting. Please be advised that staff can predict neither the outcome of project review nor the decision-maker action.*

What question(s) would you like answered during this consultation? *(Attach additional sheets if necessary)*

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