



CITY OF PERRIS

DEVELOPMENT SERVICES DEPARTMENT
PLANNING DIVISION

135 N. 'D' STREET, PERRIS, CA 92570-2200

TEL: (951) 943-5003

EMAIL: DSPLANNING@CITYOFPERRIS.ORG

FOR OFFICE USE ONLY

DATE SUBMITTED: _____
RECEIVED BY: _____
CASE NO. _____

SENATE BILL 9 – APPLICATION CHECKLIST AND PRE-CLEARANCE FORM

This form is intended for use with the State of California’s Senate Bill 9 (SB 9) ministerial permitting procedures, which the City of Perris is required to implement ([California Government Code 65852.21 and 66411.7](#)). This form is for approval of a Two-Unit Development and/or a Parcel Map for an Urban Lot Split as allowed by State law. Before an application for a Two-Unit Development and/or a Parcel Map for an Urban Lot Split may be submitted for processing, the proposal must be consistent with the criteria identified in this form.

- **TWO UNIT DEVELOPMENT - Planning Clearance** is required prior to submittal of a building permit application for any two-unit development pursuant to SB 9. Planning clearance does not constitute issuance of a building permit.
- **URBAN LOT SPLIT – Planning Clearance** is required before submitting a parcel map application to the City Engineering Department for any lot split. The project must meet all applicable requirements of the Subdivision Map Act (California Government Code §66410 et seq.).

If the **Planning Clearance** is denied for failure to meet any of the criteria identified in this application, a revised application may be submitted at any time.

Applicant/Contact: _____ Phone: _____
Last First

Email Address: _____

Mailing Address: _____
Street City State Zip

Firm/Company Name: _____ Phone: _____
Last First

Email Address: _____

Mailing Address: _____
Street City State Zip

General Location/Site Address: _____

Assessor’s Parcel No(s): _____ **Zoning:** _____

Project Description: _____

Urban Lot Split Parcel Size: Parcel 1: _____ SF Parcel 2: _____ SF

Total Property Size: _____ Units Proposed: _____

Please select if the Property is on: _____ Sewer _____ Septic (Please contact City of Perris Building & Safety Division for approval).

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Site Address: _____	
APN: _____	Zoning: _____
Type of Proposal: <input type="checkbox"/> TWO UNIT DEVELOPMENT <input type="checkbox"/> URBAN LOT SPLIT <input type="checkbox"/> BOTH	
Planning Clearance:	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
Notes:	
Planner Signature:	
Date:	

SB 9 APPLICATION REQUIREMENTS

The following requirements *MUST* be submitted.

1. A Grant Deed or Title Report (to verify ownership).
2. Completed and signed Planning Clearance checklist (this form).
3. Evidence of vacancy or owner occupancy such as: property tax records, income tax records, utility bills, vehicle registration, or similar documentation.
4. Signed and notarized Affidavit guaranteeing that the property has not been used as a rental for at least three years and has not been the site of an Ellis Act eviction for at least 15 years.

Additional Requirements for Two-Unit Development Applications

1. Fully dimensioned Site Plan, drawn to scale.
2. For properties with on-site septic systems: A Percolation Test conducted within the last 5 years; OR a recertification obtained within the last 10 years.

Additional Requirements for Urban Lot Splits

1. Chain of titles for the last 3 years, including the latest vesting deed or title report.
2. Numbered Parcel Map, prepared to the specifications of the Subdivision Code (Title 18) and the California Subdivision Map Act.
3. Signed and notarized Affidavit stating intent to occupy the property as primary residence.
4. Filing fee required at the time of submittal.

*Additional items may be required after review.

The checklist indicates the items that must be submitted and cleared prior to the submittal.

Items	YES	NO
SINGLE-FAMILY ZONE REQUIREMENT		
If you answer “No” to the following, your property is NOT eligible for a Two Unit Development or Urban Lot Split per SB 9		
Is your property located in a Single-Family Zone?	<input type="checkbox"/>	<input type="checkbox"/>
GENERAL LIMITATIONS		
If you answer “Yes” to any of the following, your property might be ineligible for an SB 9 Two Unit Development of Urban Lot Split per SB 9, and city staff may ask you to provide additional information.		
Designated as a City Landmark?	<input type="checkbox"/>	<input type="checkbox"/>
Located within a Very High Fire Hazard Severity Zone?	<input type="checkbox"/>	<input type="checkbox"/>
Located within a Designated Hazardous Waste Site?	<input type="checkbox"/>	<input type="checkbox"/>
Located within a mapped 100-year floodplain, wetland, or identified as a conservation area (as defined in the Western Riverside Multiple Species Habitat Conservation Plan)?	<input type="checkbox"/>	<input type="checkbox"/>
Subject to a Deed Restriction or other recorded instrument that limits the sale or rental of the property to income-qualified households (i.e., affordable housing)?	<input type="checkbox"/>	<input type="checkbox"/>
ADDITIONAL LIMITATIONS FOR TWO-UNIT DEVELOPMENT		
If you answer “Yes” to any of the following, your property is NOT eligible for an SB 9 Two-Unit Development.		
Involve demolition or alteration of a unit that is subject to rent control?	<input type="checkbox"/>	<input type="checkbox"/>
Involve demolition or alteration of a unit that is subject to a Deed Restriction or other recorded instrument that limits the sale or rental of the property to income-qualified households (i.e., affordable housing)?	<input type="checkbox"/>	<input type="checkbox"/>
Involve demolition of a unit occupied by a tenant, or has been occupied by a tenant any time in the last three years?	<input type="checkbox"/>	<input type="checkbox"/>
Involve alteration of more than 25% of the exterior walls of a building that is occupied by a tenant, or has been occupied by a tenant any time in the last three years?	<input type="checkbox"/>	<input type="checkbox"/>
Involve a parcel with a unit that was withdrawn from the rental market through an Ellis Act eviction at any time in the last 15 years?	<input type="checkbox"/>	<input type="checkbox"/>
MINIMUM STANDARDS FOR TWO-UNIT DEVELOPMENTS		
You must answer “Yes” to the following: *Zoning standards cannot preclude units at least 800 square feet.		
Minimum 4-foot interior side- and rear-yard setbacks; front and street side yard setbacks per requirements of the Zone, except that no setback is required for a structure constructed in the same location and with the same dimensions as an existing structure.	<input type="checkbox"/>	<input type="checkbox"/>
Minimum 1 covered parking space per unit except within one-half mile of a “high quality transit corridor” or major transit stop” as defined in state law or within one block of a car share vehicle.	<input type="checkbox"/>	<input type="checkbox"/>
Applicant agrees that rental of any units created under this application shall be for a term longer than 30 days. A deed restriction will be required prior to final occupancy.	<input type="checkbox"/>	<input type="checkbox"/>
ADDITIONAL LIMITATIONS FOR URBAN LOT SPLIT		
If you answer “Yes” to any of the following, your property is NOT eligible for an Urban Lot Split.		
Was the property formed through a previous SB 9 Urban Lot Split?		
Is the property adjacent to a property that was subdivided through an SB 9 Urban Lot Split by yourself or another person or entity with which you are affiliated (such as an LLC)?	<input type="checkbox"/>	<input type="checkbox"/>
Does the lot split require demolition or alteration of a unit that is subject to a Deed Restriction or other recorded instrument that limits the sale or rental of the property to income-qualified households (i.e., affordable housing)?	<input type="checkbox"/>	<input type="checkbox"/>
Does the lot split require demolition or alteration of a unit that is subject to rent control?	<input type="checkbox"/>	<input type="checkbox"/>
Does the lot split require demolition or alteration of a unit occupied by a tenant, or has been occupied by a tenant any time in the last three years?	<input type="checkbox"/>	<input type="checkbox"/>
Does the lot split require demolition or alteration of a unit that was withdrawn from the rental market through an Ellis Act eviction at any time in the last 15 years?	<input type="checkbox"/>	<input type="checkbox"/>

Items	YES	NO
MINIMUM STANDARDS FOR URBAN LOT SPLIT		
<input type="checkbox"/> Maximum Dwelling Units: A maximum of two (2) dwellings or units are allowed on each lot resulting from an Urban Lot Split, for a total of four (4) dwellings.		
<input type="checkbox"/> Standards: Minimum standards (e.g., setbacks, floor area, parking, design, etc.) for two-unit developments apply; see Section 6 above.		
<input type="checkbox"/> Dedications and Easements: Easements may be required to convey public utilities, access, and other services. Right-of-way dedication and offsite improvements will not be required, except in connection with a Building Permit.		
You must answer "Yes" to the following:		
New Lot Sizes are a minimum 1,200 SF	<input type="checkbox"/>	<input type="checkbox"/>
Proportion is not less than 40% of the parent parcel.	<input type="checkbox"/>	<input type="checkbox"/>
Will each parcel have direct access to the public right of way?	<input type="checkbox"/>	<input type="checkbox"/>
Are there separate water and sewer services to each lot? (Contact the City Engineering Department for details.)	<input type="checkbox"/>	<input type="checkbox"/>
Both resulting parcels will only be used for residential purposes. A deed restriction will be required on both resulting parcels.	<input type="checkbox"/>	<input type="checkbox"/>

