

Non-Discretionary Design Review Concurrent Review Application and At-Risk Acknowledgment

The County's Concurrent Plan Review Program was created to offer eligible projects the opportunity to request concurrent plan review of certain types of development plans. This application is only for **Non-Discretionary Design Review Concurrent Review** requests. The eligibility criteria and terms and conditions for the Concurrent Plan Review Program pertaining to Non-Discretionary Design Reviews are outlined below.

Applicant shall obtain approval of Non-Discretionary Design Review Concurrent Review from Planning and Environmental Review (PER) prior to submitting plans to other divisions/departments for concurrent review. A copy of the approved Non-Discretionary Design Review Concurrent Review and At-Risk Acknowledgment shall be included with the complete submittal package.

Project Information

Project Name: _____

Site address: _____

Assessor's Parcel Number(s): _____

Gross Acres: _____

Project Control Number: _____

Contact Information

Engineer/Consultant Information

Engineer/Consultant Company Name: _____

Engineer/Consultant Contact Person: _____

Engineer/Consultant Address: _____

City: _____

State: _____

Zip Code: _____

Engineer/Consultant Phone Number: _____

Engineer/Consultant Email: _____

Developer/Owner Information

Developer/Owner Company Name: _____

Developer/Owner Contact Person: _____

Developer/Owner Address: _____

City: _____

State: _____

Zip Code: _____

Developer/Owner Phone Number: _____

Developer/Owner Email: _____

Eligibility Criteria

Check the boxes applicable to the request for concurrent review. Staff will review and evaluate if concurrent review is appropriate and meets the eligibility criteria.

1. Is the project classified as a public facility?

☐ Yes.

☐ No.

If "no" please provide a brief justification on how the project meets at least one of the County's strategic priorities or has another demonstrated need for concurrent processing, which will be reviewed and accepted or denied at the discretion of the Planning Director. The County's strategic priorities include but are not limited to affordable housing projects, infill development located within an identified County Corridor or infill map, or projects that support addressing the climate emergency.

2. Has Planning accepted the DRCP application (control number issued and all application fees have been paid)?

☐ Yes. _____

☐ No. *Stop, this project is not eligible for concurrent review*

3. Has Planning completed and issued a letter with the first review of application exhibits?

☐ Yes.

☐ No. *Stop, this project is not eligible for concurrent review*

4. Does the project require a FEMA floodplain map revision?

☐ No.

☐ Yes. *Stop, this project is not eligible for concurrent review.*

5. Requesting concurrent review of the following:

☐ Improvement Plans ☐ Grading Permit ☐ Building Permit ☐ Final Map

☐ Planning Entitlements ☐ Technical Study (see below)

Concurrent review cannot begin until all required technical studies including but not limited to traffic studies, water supply assessments and water studies, drainage studies, storm water quality study, wetland delineations, arborist reports, etc. have been accepted as complete or the County Department/Division that requested the study authorizes concurrent review prior to completion of any such study. If a County Department/Division authorized concurrent review of any such study, indicate which study below and provide written documentation of authorization.

If applicable, select technical studies:

☐ Drainage Study

☐ Stormwater Quality Study

☐ Traffic Study

☐ Water Supply Assessment

☐ Water Study

☐ Wetland Delineation

☐ Other: _____

Applicant Responsibilities

An initial below indicates that the applicant acknowledges, understands, and consents to the statements below.

_____ The submittal package (Building Plans, Grading Plans or Improvement Plans) will include all required documents in the plan review application and a copy of the signed concurrent Plan Review Agreement.

_____ The applicant is responsible for ensuring that all submittals and resubmittals are of the highest quality and are well-coordinated between disciplines.

_____ Resubmittals shall thoroughly address all review comments and must include response letters or plan annotations clearly describing how the comment has been addressed.

_____ Incomplete submittals may be rejected by the County.

Consent and At-Risk Acknowledgement

An initial below indicates that the applicant acknowledges, understands, and consents to the item.

- _____ I understand that moving forward with concurrent review is at my own risk. Comments from the review of a plan set may require changes to other construction drawings, plans, and/or documents and I agree to make all necessary changes to the plan submittals to achieve consistency. Further I acknowledge and accept that the County assumes no responsibility for said changes and any resultant subsequent impacts to the development.

- _____ I acknowledge that I am responsible for all labor costs imposed by County staff related to concurrent plan review. Further I assume all costs associated with the submittal of revised materials that result from modifications to the Project that may result from the concurrent review of plans.

- _____ I acknowledge that acceptance of a project for concurrent processing does not mean the project is receiving accelerated review. Review times as established by each reviewing entity will be maintained to the extent feasible. In some instances, final sign off of plans or turn-around times for review of a plan set may be impacted by requirements and/or processing times of other plans that are being reviewed concurrently.

- _____ I hereby give permission to County staff and other authorized personnel to conduct site inspections and post public notification signs on my property during the processing of this application. I consent to the posting of the address and contact information of all parties to this application on any website maintained by the County of Sacramento (the County).

- _____ I hereby agree that any technical studies and/or associated models that are provided to the County as part of the technical studies for this entitlement process will be provided with a license or other satisfactory release allowing the County to duplicate, distribute, and/or publish the studies and models to the general public without restriction. I understand that failure to provide such license or release to the satisfaction of the County may result in comment that the study and or model is inadequate to support the development project approval.

_____ I (Applicant/Owner) shall defend, indemnify and hold harmless the County and its agents, including consultants, officers and employees from any claim, action or proceeding against the County or its agents, including consultants, officers or employees to attack, set aside, void, or annul the approval of this application, any associated concurrent review, or adoption of the environmental document which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, expenses, attorney's fees, or expert witness costs that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application and any associated concurrent review including any claim for private attorney general fees claimed by or awarded to any party against the County, and shall also include the County's costs incurred in preparing the administrative record which are not paid by the petitioner. The County shall promptly notify the applicant of any claim, action or proceeding. Notwithstanding the foregoing, the County shall control the defense of any such claim, action or proceeding unless the applicant chooses to act in its own stead as the real party in interest in any such claim, action or proceeding. Under such circumstances, the applicant consents to work in concert with the County to defend said claim, action or proceeding and pay all County costs incurred for the defense.

_____ I acknowledge that approval of this Agreement does not eliminate or replace the need to obtain all necessary project permits and/or clearances for the project.

The signature below signifies that the Applicant/Owner understands the potential delays and risks associated with concurrent review process and will comply with the stated terms and conditions of the Concurrent Review and Processing Program. The signature also signifies that the submitted information and accompanying documents are true and accurate, and that the items initialed above have been read and agreed to.

Owners* Name: _____

Signature: _____ Date: _____

*If signed by other than the Owner, the Applicant must attach evidence (i.e. letter of authorization, power of attorney, signature authority).

County Responsibilities and Disclaimers

County staff will review the submittal package for completeness to the best of staff's knowledge based on the scope of work and applicable technical studies, draft conditions and mitigation measures that are available at the time of submission.

The number of projects accepted for concurrent processing may be limited based on the number of projects currently in workflow, staffing constraints, and if the project would help advance one of the County's strategic priorities: affordable housing, infill development located within an identified County Corridor or infill map, or projects that support addressing the climate emergency.

STAFF USE ONLY (Community Development Director or Planning Director)

Customer Identification Number: _____

Order Number: _____

Sub Order Number: _____

Request approved / denied / reason:

Name: _____ Date: _____

Title: _____

Signature: _____

Distributed to: ☐ BPI ☐ DWR ☐ SCWA ☐ PER ☐ Surveys ☐ Transportation

☐ Other _____