



PROPERTY IMPROVEMENTS APPLICATION SUBMITTAL REQUIREMENTS
CITY OF FOSTER CITY ▪ COMMUNITY DEVELOPMENT ▪ PLANNING/CODE ENFORCEMENT

APPLICATION FOR REASONABLE ACCOMMODATION

Under Chapter 17.84 of the Foster City Municipal Code, it is the intent of the City to provide a formal procedure to request reasonable accommodations for persons with disabilities seeking equal access to housing under the federal Fair Housing Act and the California Fair Employment and Housing Act, and to facilitate the development of housing for persons with disabilities. This application form is to be utilized for making a request for reasonable accommodation.

I. CONTACT INFORMATION:

Applicant:

Name: _____

Mailing Address: _____

Phone (1): _____

Phone (2): _____

Email Address: _____

Property Owner(s):

Name: _____

Mailing Address: _____

Phone (1): _____

Phone (2): _____

Email Address: _____

Applicant's Relationship to Person(s) with Disability: Please provide the above information for each additional property owner or applicant, if applicable, on a separate sheet of paper.

Name: _____

II. PROJECT AND PROPERTY INFORMATION: _____

Site Address(s): _____

Assessor Parcel Number(s): _____

Zoning: _____

Brief Project Description:

Current Use of Property Description:

Alterations proposed to the property that will require the filing of a Planning Application in conjunction with the reasonable accommodation request (e.g., second-story addition, replacement of single-family residence, etc.)?

A. ☐ Yes

B. ☐ No

A. If 'yes' selected above, please select the appropriate Planning Application below, and the reasonable accommodation request will be submitted, reviewed, and noticed with the related Planning Application(s).

☐ Architectural Review (AR) ☐ Use Permit (UP)

B. If 'no' selected above, please move on to the submittal requirements on the second half of this sheet.

Planning Application # (if available): _____

III. REASONABLE ACCOMMODATION SUBMITTAL REQUIREMENTS

- ☐ Completed application form signed by the property owner
- ☐ Verification of property ownership, such as a copy of a current grant deed that includes a full property description, including any easements, build-to-lines, etc. In some cases, a current title report will be required (Note: current means within one year of application date)
- ☐ Plans showing details of the proposal (Full-size 24" x 36", scalable plans)
- ☐ Other relevant information as requested by the Director (e.g., arborist report, geotechnical report, etc.)
- ☐ Description of the requested accommodation and the regulation(s), policy or procedure for which accommodation is sought
- ☐ Photos of the property & buildings

IV. PROPERTY OWNER AUTHORIZATION

I certify that as the property owner, I authorize the filing of this application for reasonable accommodation. I understand that pursuant to the City of Foster City Municipal Code, conditions of project approval are binding upon both the applicant and the property owner(s). I agree to implement the conditions to the best of my ability subject only to the right to object at a public hearing on this application.

Property Owner's Statement I hereby certify that I am the owner of record of the property described in the above Project and Property Information and that I approve of the requested action herein.

Property Owner's Signature

Date

Property Owner's Signature

Date

I certify that I am designated by the partnership, corporation, or other entity, which is the property owners, to authorize the filing of this application for reasonable accommodation and submit, herewith, Power of Attorney, or other evidence of my designation. I understand that pursuant to the City of Foster City Municipal Code, conditions of project approval are binding upon both the applicant and the property owner(s). I agree to implement the conditions to the best of my ability subject only to the right to object at a public hearing on this application.

Agent's Signature

Date

Request for Accommodation:

Please be brief.

1. Specify nature of the reasonable accommodation request, and cite the land use, zoning or building regulation, policy, practice or procedure from which a reasonable accommodation is requested:

2. Explanation of why the reasonable accommodation is necessary for the individual with the disability to use and enjoy the property:

3. Please describe any uses existing on the premises (e.g., community care facility, home occupation, etc):