



City of Union City

DEVELOPMENT REVIEW COMMITTEE PROCESS

SUBDIVISION

PRELIMINARY REVIEW SUBMITTAL REQUIREMENTS (No Fee Required)

- Completed "Preliminary Application Form"
- Color Photographs of Site (digital)
- Three (3) Full-Size Maps* (scaled and fully dimensioned, show property lines, adjacent properties, all existing structures and features including those proposed for demolition, grading/drainage, and parking)
- Ten (10) 11" x 17" Map Reductions
- Completed Environmental Checklist

FORMAL REVIEW SUBMITTAL REQUIREMENTS (Fees Apply)**

- Completed "Application for Development Review"
- Fee Payment (by credit card, cash, or check payable to "City of Union City")
- Three (3) Full-Size Maps
- Twenty (30) 11" x 17" Plan Reductions
- Electronic Files of Plans and Site Photographs (PDF of JPEG files)
- Completed "Alameda County Permanent Stormwater Quality Control" worksheets

Map shall be prepared by a licensed civil engineer and comply with *Title 17–Subdivisions of the Municipal Code

****Other requirements such as cross sections, soils reports, arborist reports, or other technical reports may be required, as determined by the Zoning Administrator**