

PUBLIC HEARING NOTICE INFORMATION (PROPERTY OWNER MAILING LABELS) FOR CUP's, Plot Plans, PUP's, TTM's and PM's

The public hearing notification package is intended to identify all property owners within a 600-foot (1,000 feet if GPA/Zone Change included) radius of the corners of the subject property, including any contiguously owned properties. For purposes of this requirement, multiple properties owned by a single entity shall count as one property. The notification package must be prepared and signed by a professional Title company, and certified by the property owner or project applicant. The package shall include the following:

1. Three (3) sets (1 set for MND/EIR distribution) of self-addressed & stamped envelopes (self-sticking envelopes only) to be provided by the applicant (it is recommended that "Forever" stamps be used in case of future USPS increases). Each envelope must include the property owner's name and mailing address (including the APN). Each envelope shall also include (in the upper left corner) an address label of the City of Wildomar Planning Department. Each set of envelopes must be provided in a separate manila envelope folder.
2. Three (3) sets (1 set for MND/EIR distribution) of self-addressed & stamped envelopes (self-sticking envelopes only) to be provided by the applicant (it is recommended that you use "Forever" stamps in case of future USPS increases) with the name and address of project applicant/property owner, project representative, and any other contact persons (deemed appropriate by the Applicant). If the project site is located adjacent to the boundary of a neighboring City, the name and mailing address of the City Planning Department shall also be provided. Each envelope shall also include (in the upper left corner) the address label of the City of Wildomar Planning Department. Each set of envelopes must be provided in a separate manila envelope folder.
3. One (1) photocopy of the property owner listing sheet and project applicant information from above in a three column format.
4. A 600-foot radius (1,000 feet if GPA/Zone Change included) property owner map identifying all properties within the required radius on an assessor's map page(s).
5. One (1) copy of an exhibit/map (appropriately sized) showing the subject property boundary (including any contiguous properties, if applicable) and the notification radius line indicating the radius distance of 600 feet (1,000 feet if GPA/Zone Change included) overlaying all of the properties within that boundary area.
6. A completed Public Hearing Notice Certification Form (see next page), signed by a professional Title company who prepared the labels certifying that the list of property owners is from the latest equalized assessment roll and complete and accurate.



PUBLIC HEARING/MAILING NOTICE CERTIFICATION FORM

I, _____, certify that on _____,

Print Name of Preparer

Date

the attached property owner's list was prepared by: _____ for
the following project, _____,

using a radius distance of 600 feet, (1,000 feet if GPA/Zone Change included) pursuant to application requirements furnished by the City of Wildomar Planning Department. Said list is a complete and true compilation of the project applicant, the applicant's consultant's and/or representatives, the owner(s) of the subject property, adjacent city/district agencies (as applicable) based upon the latest equalized assessment rolls.

I further certify that the information field is true and correct to the best of my knowledge.

Name: _____

Title/Registration: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone No.: (____) _____ Fax No.: (____) _____

E-Mail Address: _____

Planning Case No. (if known when prepared): _____