

County of Sacramento  
Planning and Environmental Review (PER)  
827 7th Street, Room 225  
Sacramento, CA 95814  
(916) 874-6141

## **APPLICATION FORM: PLANNING RESEARCH/ ZONING VERIFICATION OR SUBSTANTIAL COMPLIANCE DETERMINATION REQUEST**

*Select application type below:*

- Research Request** (Includes: Research Request, Cell Tower Modification, Zoning Verification Letter or Burn-Down Letter)
- Substantial Compliance Determination** (Previously approved project or Planning Director Determination)

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### **Instructions:**

- Complete the form below. Attach any supplemental information. Email completed form (and any applicable attachments) to [Planning-Applications@sacounty.gov](mailto:Planning-Applications@sacounty.gov)
- The Research Request filing fee is **\$165.11<sup>1</sup>per hour** (1 hour minimum).
- The Substantial Compliance/ Planning Director Determination filing fee is **\$330.22** (2 hour minimum).
- Fees are non-refundable.
- If staff determines additional time is required to complete the review, supplemental fees will be requested on a per hour basis.

Project Name:	
Short Project Description/ Request:	
Site Address:	
Assessor's Parcel No.(s):	

### **APPLICANT INFORMATION:**

Name:		
Organization Name:		
Email:		
Address:		City:
State:	Zip:	Phone:

**BRIEF DESCRIPTION OF REQUEST** – If applicable, include prior project control number(s).  
(Attach additional pages if necessary)

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<sup>1</sup> Current fee as of September 9, 2022. Please check the website for current fees at [https://planning.sacounty.gov/Documents/WebsiteForms/FINAL\\_Consolidated\\_Planning\\_Application\\_Fee\\_Schedule\\_Effective\\_9-9-2022.pdf](https://planning.sacounty.gov/Documents/WebsiteForms/FINAL_Consolidated_Planning_Application_Fee_Schedule_Effective_9-9-2022.pdf)