



**SENATE BILL NO. 9
 ELIGIBILITY CHECKLIST**

SB 9 creates ministerial approval process for two-unit housing development and urban lot split projects in single-family residential (R-1) zones. To qualify, the project must satisfy the eligibility requirements listed in Government Code sections 65852.21 and/or 66411.7. This checklist provides an overview of SB 9’s requirements.

To apply for ministerial review pursuant to SB9, complete the following checklist, provide a \$110 ministerial review fee to the Community Development Department, and submit the required documents listed on this checklist. All projects must comply with the City’s objective design standards and standard conditions of approval.

Once a complete application has been submitted, the City has thirty (30) days to review the project for compliance. If the City has not completed review and provided findings of compliance within 30 days, the project will automatically be deemed approved.

PROJECT TYPE		
Which type of SB 9 project is being applied for?	<input type="checkbox"/> Two-unit	<input type="checkbox"/> Urban lot split

To qualify as an SB 9 ministerial approval project, the applicant must check “yes” for all of the following general eligibility requirements along with all of the requirements for one or both project types.

GENERAL ELIGIBILITY REQUIREMENTS (per Government Code sections 65852.21 and 66411.7)		Yes	No
1.	The subject property is zoned R-1.	<input type="checkbox"/>	<input type="checkbox"/>
2.	The property is owned solely by an individual property owner.	<input type="checkbox"/>	<input type="checkbox"/>
3.	The proposed development is located outside each of the following areas. <ul style="list-style-type: none"> ▪ Very high fire hazard severity zone ▪ Earthquake fault zone ▪ Special flood hazard area ▪ Regulatory floodway 	<input type="checkbox"/>	<input type="checkbox"/>
4.	The subject property is not located in a historic district, is not identified in the State Historic Resources Inventory, and is not designated by the City as a historic resource.	<input type="checkbox"/>	<input type="checkbox"/>
5.	The proposed project will not require the demolition or alteration of any of the following. <ul style="list-style-type: none"> ▪ Housing restricted for moderate, low, or very low income households ▪ Housing subject to rent or price control ▪ Housing occupied by a tenant within the last three years 	<input type="checkbox"/>	<input type="checkbox"/>
6.	If the subject property contained a rental unit within the past three years, the project will not demolish more than 25% of the existing exterior structural walls.	<input type="checkbox"/>	<input type="checkbox"/>
7.	The project will be rented for periods of more than 30 consecutive days at a time.	<input type="checkbox"/>	<input type="checkbox"/>
8.	The project will provide at least one off-street parking space per unit.	<input type="checkbox"/>	<input type="checkbox"/>
9.	The project will be used for residential purposes only.	<input type="checkbox"/>	<input type="checkbox"/>
10.	All existing improvements to remain on the property are permitted.	<input type="checkbox"/>	<input type="checkbox"/>

TWO-UNIT HOUSING PROJECT REQUIREMENTS		Yes	No
1.	The project proposes a maximum of two housing units on a single parcel, excluding ADUs or JADUs.	<input type="checkbox"/>	<input type="checkbox"/>

Eligibility Requirements for SB 35

URBAN LOT SPLIT PROJECT REQUIREMENTS		Yes	No
1.	The lot split will result in two lots.	<input type="checkbox"/>	<input type="checkbox"/>
2.	The resulting lots will each be at least 40% the size of the existing lot.	<input type="checkbox"/>	<input type="checkbox"/>
3.	The resulting lots will each be at least 1,200 sq. ft. in size.	<input type="checkbox"/>	<input type="checkbox"/>
4.	A parcel map has been submitted to the County of Monterey.	<input type="checkbox"/>	<input type="checkbox"/>
5.	The property has not previously been split through an urban lot split.	<input type="checkbox"/>	<input type="checkbox"/>
6.	The property owner has not previously subdivided an adjacent property pursuant to an SB 9 urban lot split.	<input type="checkbox"/>	<input type="checkbox"/>
7.	The resulting lot split will two housing units or less, excluding ADUs or JADUs, on each property.	<input type="checkbox"/>	<input type="checkbox"/>
8.	The individual property owner will occupy one of the housing units as a result of the lot split for a minimum of three years after the approval date.	<input type="checkbox"/>	<input type="checkbox"/>
9.	The urban lot split conforms to all objective standards of the Subdivision Map Act.	<input type="checkbox"/>	<input type="checkbox"/>

SUBMITTAL DOCUMENTS	
<input type="checkbox"/> Planning Application Cover Sheet	<input type="checkbox"/> Replacement Housing Unit Determination Form
<input type="checkbox"/> Architectural Plans	<input type="checkbox"/> Tentative Parcel Map (for Urban Lot Splits only)
<input type="checkbox"/> Preliminary Title Report	<input type="checkbox"/> \$110 Ministerial Review Fee

CERTIFICATION:

I certify and declare under penalty of perjury under the laws of the state of California that the answers furnished above, and in the attached exhibits, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief. I further understand that additional information may be required to be submitted to the City of Marina to complete review of this application.

Applicant Signature

Date

Property Owner Signature

Date

FOR OFFICE USE ONLY	
Date Received:	Received By:
Review Completed Date:	Determination: