

Alameda County ALUC Project Referral Application Form and Instructions

Land Use Compatibility Determination Application Form			ALUC Identification No. (to be assigned by ALUC)	
Project Name (TO BE COMPLETED BY APPLICANT)				
Date of Application				
Project Applicant			Phone Number	
Mailing Address				
Email				
Property Owner			Phone Number	
Mailing Address				
Email				
Project Location (TO BE COMPLETED BY APPLICANT)				
Attach an accurately scaled map showing the relationship of the project site to the airport boundary and runways				
Street Address				
Assessor's Parcel No.			Parcel Size	
Subdivision Name			Lot Number	
Zoning Classification				
Project Description (TO BE COMPLETED BY APPLICANT)				
Attach applicable plans, elevations, and other pertinent details				
Existing Land Use (describe)				
Proposed Land Use (describe)				
For Residential Uses	Number of Parcels and Units on Site			
For Other Land Uses	Hours of Use			
	Number of People on Site	Maximum Number		
Height Data	Height above Ground or Tallest Object (including antennas and trees)		ft.	
	Highest Elevation (Above Sea Level) of Any Object or Terrain on Site		ft.	
Flight Hazards	Does the project involve any characteristics which could create electrical interference, confusing lights, glare, smoke, thermal plumes or other electrical or visual hazards to aircraft flight?		YES	
			NO	
	If yes, describe			
Applicant Signature:	X		Date:	

Land Use Compatibility Determination Application Instructions

Introduction

The purpose of this application is to implement provisions of the Airport Land Use Compatibility Plan (ALUCP) as adopted by the Airport Land Use Commission (ALUC). The ALUC is a separate agency enabled by the State of California pursuant to the provisions of the State Aeronautics Act (PUC Section 21670). Certain projects are under the jurisdiction of the ALUC and require that a determination be made that the project is consistent with applicable Airport Land Use Compatibility Plans. Application is made upon referral by a local agency reviewing the project, to the ALUC, in order to determine whether a proposed project is consistent with the provisions of the applicable airport land use compatibility plan.

Application Review Instructions

STEP 1: File Application

The following information must be submitted as a minimum requirement:

	Complete compatibility application form for determination of project consistency with Airport Land Use Plans.
	Local agency environmental documentation for the project (initial study, draft environmental impact report, etc.) that may have been prepared for the project.
	Property location, street address, location map.
	Assessor's parcel map with project property identified, assessor's parcel number, subdivision lot number.
	An accurately scaled map showing the relationship of the project site to the airport boundary, runways, and compatibility zone boundaries.
	Completed site plan drawn to scale and fully dimensioned including topographical information. Topographical information should include ground elevations, the location of structures, open spaces and water bodies, and the heights of structures, trees, and other topographic features. In addition, please submit an 8½ x 11 inch reduction of site plan.
	Elevations showing height of all structures above both sea level and ground level. In addition, please submit an 8½ x 11 inch reduction of elevations.
	Description of existing and proposed land uses. If project is located wholly or partly within safety zones, project description shall include percentage of lot coverage by structures and estimated maximum persons per acre at any one time and supporting documentation showing basis for calculation of persons per acre. The project description shall also identify and discuss any characteristics that could create electrical interference, interference with aircraft communications or navigation, radio signals, confusing or distracting lights, glare, dust, smoke, steam, attraction of an increased number of birds, or other electrical or visual hazards to aircraft or aircraft operations.
	Description of the type of land use action being sought from the local jurisdiction (e.g., zoning amendment, general plan amendment, tentative map, building permit, etc.).
	For residential uses, an indication of the potential or proposed number of dwelling units per acre (including any secondary units on a parcel); or, for non-residential uses, the maximum number of people potentially occupying individual buildings and/or the total site and/or portions thereof at any one time.

STEP 2: Environmental Documents

While the ALUC is not a responsible agency under the California Environmental Quality Act, the ALUC requires the submission of the local agency's CEQA documents along with the application materials identified above. While not requiring a final certified version, the ALUC does require the latest copy that has been circulated for public review before finding the ALUC's Application complete.

STEP 3: Payment of Fees

Applicable fees for processing a Land Use Compatibility Determination must be paid at the time of submittal. These fees help pay for costs associated with reviewing the application. Contact ALUC staff for current fee schedule.

STEP 4: Application Completeness

The application will be reviewed for completeness. State law requires staff to determine whether or not the application is complete within 30 days from submittal. The applicant will be sent a notice informing them whether their application is complete or incomplete and, if incomplete, what items must be submitted before processing can begin. Additionally, plans and any other pertinent materials will be sent to relevant public agencies and airports for review and comment.

STEP 5: Project Review

After an application is found complete, ALUC staff reviews applications for compliance with the criteria and policies set forth in the applicable ALUCP. If the proposed project is found to be consistent with the applicable ALUCP, a letter will be issued to the applicant and commission members to that effect. If the proposed project is found to be Conditionally Compatible or Inconsistent with the applicable ALUCP, the project application will be scheduled for hearing before the ALUC within 60 days from the receipt by the ALUC of a complete application. In this case, a written staff report will be prepared providing an analysis of the proposed project and a recommended action for the ALUC's consideration.

STEP 6: Public Hearing Phase

If the proposed project is scheduled for a hearing with the ALUC, the Agenda for the meeting with the proposed project will be posted according to the requirements of the Ralph M. Brown Act. This public notice is to inform the public of their right to appear and be heard on the matter. The applicant or a designated representative should be present at the public hearing.

STEP 7: Project Determination

The applicant and local agency will be notified in writing of the determination made by the ALUC.

STEP 8: Appeal/ Override

A local agency may overrule an ALUC consistency determination pursuant to California Public Utilities Code §21670 by taking the following mandatory steps: (i) provide the ALUC and Caltrans Division of Aeronautics a copy of the proposed decision and findings at least 45 days prior to any decision to overrule the commission.; (ii) hold a public hearing; (iii) make specific findings that the action proposed is consistent with the purposes of the ALUCP; and (iv) approve the proposed action by a two-thirds vote of the agency's governing body.