



## Supplemental Application Form

### For Red Hill Avenue Specific Plan Area (RHASP)

#### Section A. General Project Information

The following must be completed for all application requests located within the Red Hill Avenue Specific Plan area.

1. Project Name: \_\_\_\_\_
2. Project Address: \_\_\_\_\_
3. Project Description: \_\_\_\_\_
4. Identify the Project Location:
  - North of I-5 Freeway
  - South of I-5 Freeway
5. Entitlement(s) being requested (mark all that apply):
 

<input type="radio"/> Design Review	<input type="radio"/> Variance or Minor Adjustment
<input type="radio"/> Conditional Use Permit	<input type="radio"/> Subdivision
<input type="radio"/> Residential Allocation Reservation	<input type="radio"/> Lot Line Adjustment
<input type="radio"/> Development Agreement	<input type="radio"/> Other: _____
6. Identify Project Type:
  - Commercial/Office Only
  - Mixed Use (Commercial & Residential) (RAR Required)
  - Other \_\_\_\_\_
7. Indicate Proposed Project (Mark all that apply):
 

<input type="radio"/> Existing Structure(s) <ul style="list-style-type: none"> <li><input type="radio"/> Addition to Existing Structure(s)</li> <li><input type="radio"/> Alteration to Existing Structure(s)</li> <li><input type="radio"/> Exterior Reface to Existing Structure(s)</li> <li><input type="radio"/> Use Change to Existing Structure(s)</li> <li><input type="radio"/> Demolition to Existing Building(s) or Residential Unit(s)</li> </ul>	<input type="radio"/> New Structure(s) <input type="radio"/> Signage (New or Altered) <input type="radio"/> Other: _____ _____
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8. Identify the year built of any existing structures: \_\_\_\_\_

**Signatures and Acknowledgements**

As representative of the property:

I hereby acknowledge that all of the information contained in this supplemental application (Sections A, B, C, and, D, if applicable) is, to the best of my knowledge and belief, true and correctly represented. I hereby grant the City the authority to place a public hearing notice on the property, if applicable, for which is requested by the proposed project.

\_\_\_\_\_  
Property Owner’s Signature                      Print Name                      Date

\_\_\_\_\_  
Applicant’s Signature                      Print Name                      Date

**Section B. Findings**

The City is required to make a finding that the project substantially complies with all the required findings of the Specific Plan. Findings serve as the basis for determining approval, approval with conditions, or denial of applications for projects within the Redhill Avenue Specific Plan area. This Section B, Findings, of this Supplemental Application Form, must be thoroughly completed relative to your project. These findings are organized into two parts:

- Part A – required to be completed for all projects
- Part B – required to be completed for any project with exception request(s)

*Please note that, specific findings relative to projects that include new residential units are included in Section D of this Supplemental Application Form (Residential Allocation Reservation). Only if your project includes residential are those additional findings required to be completed.*

In order to be considered, the project must demonstrate substantial compliance with the Findings.

**Part A: Findings Required for All Projects**

The following findings are noted in Chapter 6, Section 6.7.1, Site Plan, Design Review Process and Findings, Subsection A., Findings for All New Development Projects, of the Red Hill Avenue Specific Plan (pages 6-6 - 6-7). They are required for all projects within the RHASP. Certain findings may be deemed applicable only for specific project types. If a finding is not applicable to your project, mark the “N/A” box. Detailed responses are required in the conformance response column to explain specifically how each applicable finding is met, or, why it is not met or not applicable. Any finding which is not met must clearly detail the reason and/or rational. If necessary, you may attach additional sheet(s) for explanations and such should be noted in the conformance response area of the table.

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
1. The development is consistent with the overall vision, goals, and intent of the RHASP.				

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
2. The development is consistent with the policies and intent of the Development Plan (Chapter 3), including the Urban Design Plan (Section 3.4).				
3. The project, including the proposed uses and requested entitlements, complies with the Permitted Land Use and Activities Table (Table 4.1), and complements and contributes to the project area.				
4. The development substantially complies with or obtained approval of a modification to conformance with the Commercial and/or Mixed-Use Development Standards (Chapter 4).				
5. The development substantially complies with or has obtained approval of a modification to conformance with the Commercial and/or Mixed-Use Design Criteria (Chapter 5).				
6. Compliance or modification thereto with applicable Development Standards and Design Criteria is demonstrated and ensured through Design Review of the project site plan, building elevations, floor plan, parking plan, landscaping plan, lighting plan, access plans, refuse plans, and any other applicable plan(s) or document(s).				
7. Required parking for the project is provided entirely on-site, or by an allowed alternative or shared parking method provided in Section 4.4.4, Off Street Parking and Loading Standards, which is approved concurrently or made a condition of approval. Approval of a parking alternative will have a beneficial impact and does not adversely affect development or the surrounding area.				
8. The development demonstrates high quality architectural design and site planning and reflects the nature of the site and the surrounding area through the following:				

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
a. Incorporating roof forms and facades that provide building articulation, create visual interest, and reduce the appearance of uniform building massing.				
b. Creating a design that is both cohesive and varying with respect to architectural style, architectural details, windows, doors, colors, and materials.				
c. Facilitating pedestrian orientation through building placement, building scale, and architectural design.				
d. Ensuring associated elements including parking, service areas, landscaping, lighting, and pedestrian access and amenities are functional and serve to enhance the overall appearance and experience of the project.				
e. Siting and designing structures that relate to and respect adjacent development and sensitive land uses.				
9. The development is supported by existing infrastructure or will be supported by infrastructure improvements paid for by the developer.				
10. The developer consents to enter into a mutually agreeable Development Agreement if the City requests one.				
11. The project impacts are assessed through the approved RHASP Program EIR or through subsequent environmental documentation in compliance with the CEQA guidelines.				

**Part B: Additional Findings Required for Any Project with Exception Request(s)**

The following Findings are noted in Chapter 6, Section 6.9.2, Required Findings, relative to Section 6.9.1, Exceptions (pages 6-14 – 6-15). They are required in order to grant an Exception. They are in addition to completion of Part A above. If a finding is not applicable to your project, mark the “N/A” box. Detailed responses are required in the conformance response column to explain specifically how each applicable finding is met, or, why it is not met or not applicable. Any finding which is not met must clearly detail the reason and/or rationale. If necessary, you may attach additional sheet(s) for explanations and such should be noted in the conformance response area of the table.

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
1. An Exception to the provisions of the Development Plan (Chapter 2), Commercial Design Criteria (Chapter 4), or Residential Design Criteria (Chapter 5) meets at least one of the following required findings and the granting of an Exception will not be detrimental to the health, safety, or general welfare of residents, businesses, workers, property, or improvements in the area or to the City in general.				
a. An Exception is due to a physical limitation on the site caused by one or more of the following: <ul style="list-style-type: none"> <li>i. Lot shape, topography, size or orientation</li> <li>ii. Lot location, including the nature of the adjacent street</li> <li>iii. Location or design of adjacent structures</li> </ul>				
b. Strict compliance without an Exception would preclude fulfillment of the Development Plan and/or applicable Design Criteria. The granting of the Exception will not constitute a grant of special privilege inconsistent with the limitations upon other similar properties.				
c. An Exception provides a design solution that implements the intent of the RHASP, specifically the Development Plan and the applicable Design Criteria.				
d. With an approved Exception, the development fulfills the intent of the provision in an alternative, high-quality manner that positively affects the development and does not have negative effects on adjacent properties, as determined by the review authority. Or, alternatively, the review authority deems the provision is not applicable to the proposed development. Said Exception meets Section 6.8, Development Incentives, of the RHASP. All other required provisions are met.				

**Section C. Environmental Acknowledgement**

In compliance with the California Environmental Quality Act (CEQA), on November 6, 2018, by Resolution No. 18-73, the City of Tustin certified the Program Final Environmental Impact Report (FEIR) (State Clearinghouse No. 2017041031) for the Red Hill Avenue Specific Plan (RHASP). The FEIR considered the potential environmental impacts associated with the RHASP project which identified a specific level of development within the identified Red Hill Avenue Specific Plan area (i.e., project). Hence, the FEIR analyzed the potential environmental impacts/consequences of the project defined as the Red Hill Avenue Specific Plan.

A key objective of the RHASP and FEIR was to reduce the need for future detailed planning and environmental review procedures for development with the planning area. The RHASP and FEIR provides the necessary regulations and detailed environmental, so that future renovation and development projects, in conformance with the RHASP, may proceed without requiring new or additional environmental documentation.

With completion of the required Environmental Assessment Form (part of the standard application submittal), the City will review, assess and determine whether any additional studies or environmental analyses is necessary specific to the development project applied for.

Further, as part of the RHASP FEIR, as required by CEQA, a Mitigation Monitoring and Reporting Program (MMRP) was prepared. This MMRP is required to be implemented by the City of Tustin for the RHASP project. The table identifies the Standard Conditions; Plan, Program, Policies; and Mitigation Measures required by the City to mitigate or avoid significant adverse impacts associated with the implementation of the project, the timing of implementation, and the responsible party or parties for monitoring compliance. The RHASP MMRP is provided for your reference in the Related Information Resources with the Supplemental Application package.

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*I hereby acknowledge that I have read the above and understand that further environmental studies and/or analyses may be necessary and required and, that a Compliance Mitigation Monitoring Reporting Program will be required.*

\_\_\_\_\_  
Property Owner's Signature                      Print Name                      Date

\_\_\_\_\_  
Applicant's Signature                      Print Name                      Date

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**Section D. Residential Allocation Reservation (RAR) Application**

**(COMPLETE ONLY IF YOUR PROJECT INCLUDES RESIDENTIAL MIXED-USE DEVELOPMENT)**

Where residential mixed-use development is being proposed and requested for a project, the submittal of a Residential Allocation Reservation (RAR) application is required. The RAR Application must include the following items to be considered an acceptable submittal for the City to begin the review and consider making an initial determination prior to proceeding with entitlement(s) processing. At a minimum, the following items shall be included:

✓	REQUIRED ITEMS
	Complete Supplemental Application Form (Sections A, B, and C)
	Completion of Section D of this Supplemental Application Form, Residential Allocation Reservation (RAR) Application (which follows)
	Scaled and dimensioned site plan
	Architectural elevations
	Parking Management Plan
	Housing Plan
	Traffic Study (when requesting square footage conversion of land)
	Detailed alternative/shared parking modification request and Parking Demand Analysis (only when requesting an alternative)
	Exceptions (summary listing of any finding not being met with detailed explanation)
	Other

Section D, when accompanied with the completed RHASP Supplemental Application and associated information, and the above referenced documentation, serves as the RAR application.

***Please complete the following questions to initiate your RAR request.***

1. Identify the Residential type(s) requested:  
 Mixed Use  
 Flexible Format Retail (allowed only on ground floor)
2. Identify the current number of housing bank units available/remaining for this Planning Area (north of or south of the I-5 Freeway).  
\_\_\_\_\_
3. Identify the current number of residential units from the housing bank being requested for reservation \_\_\_\_\_
4. If the proposed project's number of units are not available from the housing bank, or not in total, as per the RHASP, your request may allow for consideration of a request for transfer of units from the other planning area or conversion of commercial square footage to residential (where allowed and applicable).

Are you requesting a transfer of units?

Yes  No

If yes, how many transfer units are requested? \_\_\_\_\_

Are you requesting square footage conversion of land use for residential units?

Yes  No

If yes, such requires submittal of a traffic study evaluating the requested conversion. Is the traffic study included?

Yes  No

5. Proposed mixed use housing format?

Vertical  Horizontal  Both

6. Is the required parking for the project provided entirely on-site?  Yes  No

If no, include the detailed request for the alternative/shared parking modification, and parking demand analysis.

Is detailed request and parking demand analysis included?  Yes  No

7. The residential request requires meeting affordable housing provisions (per Article 9, Chapter 1, Incentives for the Development of Affordable Housing, and Chapter 9B, Voluntary Workforce Housing Incentive Program of the Tustin City Code) With this application, attach a Housing Incentive Program Plan which details your proposal to meet the affordable housing requirements.

Is the Housing Incentive Program Plan included?  Yes  No

8. In the Proposed Workforce Housing Request Table below, check the row with the workforce housing option choice being requested. Complete that row of the table for the specific workforce housing option. Completion of the table should be based on the requested housing base unit count requested from the housing bank. *For reference in completing this Table, a sample table with instructions is included in the Related Information Resources document with the Supplemental Application package.*

**Workforce Housing Request Table**

**Requested Base Units** \_\_\_\_\_ **Site Acreage** \_\_\_\_\_ [**\_\_\_\_\_ du/ac**]

Check Option Choice	Workforce Housing Option*	Percentage by Income Level*	Number of Affordable Units	Percentage Density Bonus	Number of Density Bonus Units	Total Units	Resulting Density (dwelling units/acre)
	15 % (6% VL, 4.5% L and 4.5% M)	6 VL 4.5 L 4.5 M	—	22.5			
	12.5% (7.5% VL and 5% M)	7.5 VL 5 M	—	25			
	5% VL, or 10% L, and pay in-lieu fee	5 VL or 10 L	Or	20  20			
	To achieve 35% density bonus	11 VL or 20 L	Or	35  35			

\* VL – Very Low income  
L – Low income  
M – Moderate income

Definitions: [https://library.municode.com/ca/tustin/codes/code\\_of\\_ordinances?nodeId=ART9LAUS\\_CH9BVOWOHOINPR\\_PT1GE\\_B9912DE](https://library.municode.com/ca/tustin/codes/code_of_ordinances?nodeId=ART9LAUS_CH9BVOWOHOINPR_PT1GE_B9912DE)

Income Limits: <https://hcd.ca.gov/grants-funding/income-limits/index.shtml>

**Additional Findings Required for All Residential Mixed-Use Projects**

The City is required to make findings that the project substantially complies with all the required findings of the RHASP. Findings serve as the basis for determining approval, approval with conditions, or denial of applications for projects within the Red Hill Avenue Specific Plan area. The findings below, in addition to Section B, Findings, of this Supplemental Application Form, must be thoroughly completed relative to your project. These findings are organized into four parts:

Part A – required to be completed for all Residential Allocation Reservations (RAR)

Part B – required to be completed for all residential mixed-use projects

Part C – required to be completed for any development proposing flexible format retail in mixed-use

Part D – required to be completed for any project that requests a housing bank transfer from one planning area to another and/or conversion of commercial square footage for residential units

It is important to review Chapters 3, 4 and 5 of the RHASP for all applicable provisions.

In order to be considered, the project must demonstrate substantial compliance with the Findings.

**Part A: Findings Required for All Residential Allocation Reservations (RAR)**

The following Findings are noted in Chapter 6, Section 6.7.2, Residential Allocation Reservation (RAR) Process and Findings, Subsection B., Findings, of the Red Hill Avenue Specific Plan (page 6-12). They are required for all residential projects within the RHASP. Detailed responses are required in the conformance response column to explain specifically how each applicable finding is met, or, why it is not met. Any finding which is not met must clearly detail the reason and/or rationale. If necessary, you may attach additional sheet(s) for explanations and such should be noted in the conformance response area of the table.

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
1. The project is substantially consistent with the uses, design criteria, and development regulations of the RHASP.				
2. The project implements the vision of the Specific Plan related to excellence in architectural design, provision of substantial usable common open space, provision of public art (which may consist of murals, sculptures, decorative fountains or other art deemed acceptable), connectivity to adjacent parks and/or schools if appropriate, and pedestrian connections.				

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
3. The number of units requested is within the thresholds established by the Specific Plan's Program EIR.				
4. In allocation of the 500 Residential Allocation Reservations units, the City shall consider an equitable distribution within the Specific Plan Area such that no one parcel receives a disproportionate number of units.				
5. The overall project meets the findings for Design Review outlined in Section 6.7.1 of the Specific Plan.				

**Part B: Findings Also Required for All Residential Mixed Use Projects**

The following Findings are noted in Chapter 6, Section 6.7.1, Site Plan, Design Review Process and Findings, Subsection B., Findings for Mixed Use Development, of the Red Hill Avenue Specific Plan (pages 6-7 - 6-8). They are required for all residential projects within the RHASP. Certain findings may be deemed applicable only for specific project types. If a finding is not applicable to your project, mark the "N/A" box. Detailed responses are required in the conformance response column to explain specifically how each applicable finding is met, or, why it is not met or not applicable. Any finding which is not met must clearly detail the reason and/or rationale. If necessary, you may attach additional sheet(s) for explanations and such should be noted in the conformance response area of the table.

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
1. The project complies with the Residential Allocation Reservation (RAR) application process as provided in Section 6.7.2, (Residential Allocation Reservation Process and Findings), and units are available within the applicable area.				
2. The project, including its proposed uses and requested entitlements, comply with the Permitted Land Use and Activities Table (Table 4.1) and complements and contributes to the project area.				
3. The development substantially complies with the Mixed-Use Development Standards (Chapter 4).				

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
4. The development substantially complies with the Mixed-Use Design Criteria (Chapter 5).				
5. The development provides a sufficient mix of uses, allocated as follows:				
a. Commercial space is sufficient and placed along the principal street frontage of Red Hill Avenue.				
b. Ground floor design of buildings facing Red Hill Avenue precludes office space, unless office use meets one of the following criteria: <ul style="list-style-type: none"> <li>i. Located behind retail or commercial development;</li> <li>ii. Designated with prominent display windows similar to retail uses; or</li> <li>iii. Located on upper floors.</li> </ul>				
c. Residential units are exclusively located on upper floors in the case of vertical mixed use or on non-principal street frontages, such as San Juan Avenue, Mitchell Avenue or Walnut Avenue, or are internal to a development site.				
6. The proposed development is consistent with the City's affordable housing requirements.				
7. The proposed development provides <u>at least one</u> of the following public benefits as part of the development, subject to the review and approval by the project approval body:				
a. Provision of affordable housing significantly greater than the mandatory requirements contained in the City's affordable housing ordinance.				
b. A public amenity that is easily accessible is included such as a public plaza that provides, at a minimum, seating, landscaping, and lighting.				

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
c. Provision of additional combined common/private open space in excess of the standards outlined in Table 4-4 of the RHASP.				
d. Prominent public art, which is located and featured within easy public view.				
e. Installation of a specific public infrastructure above any required by the project.				
f. Off-site parking improvements above any required by the project.				
g. Recreational amenities above any required by the project.				
h. Other, as proposed and deemed important to and acceptable by the City.				
8. The development facilitates multi-model transportation through building siting and design that provides convenient access for transit users, pedestrians and bicyclists. Where a development is adjacent to an existing or planned transit stop, building siting and orientation provide convenient access for transit users.				
9. The developer submits building plans to the Building Division within six months after project approval to fully construct the project in a timely manner within the period specified in the RAR conditions of approval.				
10. The applicant has sufficiently demonstrated its level of development experience to the City. [With this finding, attach information, examples of successful projects and/or involvement in projects demonstrating the applicant's level of development experience.]				

**Part C: Findings Also Required for Any Development Proposing Flexible Format Retail in Mixed Use**

The following Findings are noted in Chapter 4; Section 4.4.3, Mixed-Use Development, Subsection A., General Development Standards, Number 16., Findings for Flexible Format Retail, of the Red Hill Avenue Specific Plan (page 4-19). They are required for any project that includes flexible format retail in mixed-use developments within the RHASP. Certain findings may be deemed applicable only for specific project types. If a finding is not applicable to your project, mark the “N/A” box. Detailed responses are required in the conformance response column to explain specifically how each applicable finding is met, or, why it is not met or not applicable. Any finding which is not met must clearly detail the reason and/or rational. If necessary, you may attach additional sheet(s) for explanations and such should be noted in the conformance response area of the table.

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
16.a. The establishment of Flexible Format Retail will not conflict with nor inhibit other uses in the area where the project is proposed.				
16.b. All commercial components of the Flexible Format Retail shall be built to commercial standards.				
16.c. The use of the Flexible Format Retail shall provide for active commercial frontage at the ground level.				

**Part D: Findings Also Required for Any Residential Projects with Request for a Housing Bank Transfer from One Planning Area to Another and/or Conversion**

The following Findings are noted in Chapter 6, Section 6.7.1, Site Plan, Design Review Process and Findings, Subsection C., Findings for Mixed Use Applications with Residential Allocation Reservation Transfers or Conversions, of the Red Hill Avenue Specific Plan (page 6-9). They are required for mixed use applications for RARs that include a request for a transfer of residential units from the other planning area or conversion within the RHASP area in compliance with Section 6.6.5 and 6.6.6, Transfers and Land Use Conversions, respectively. Certain findings may be deemed applicable only for specific project types. If a finding is not applicable to your project, mark the “N/A” box. Detailed responses are required in the conformance response column to explain specifically how each applicable finding is met, or, why it is not met or not applicable. Any finding which is not met must clearly detail the reason and/or rational. If necessary, you may attach additional sheet(s) for explanations and such should be noted in the conformance response area of the table.

FINDING	CONFORMANCE			CONFORMANCE RESPONSE
	YES	NO	N/A	
1. The Community Development Director has identified units available for transfer or commercial square footage available for conversion from Red Hill Avenue – North to Red Hill Avenue – South or vice versa, which are not part of a foreseeable development project within the transferring development area.				
2. The transfer of residential units or conversion of commercial square footage is desirable because it creates a better high quality development project providing additional housing units for a project, including affordable units or units restricted to special occupancy (seniors, disabled persons, or veterans), yet maintains compliance with the Development Standards (Chapter 4), Design Criteria (Chapter 5), and all other applicable provisions of the RHASP.				
3. The transfer of residential units or conversion of commercial square footage will benefit the project area by creating a more desirable project and will not negatively impact the donating or receiving planning areas, as determined by the approval authority. The approval authority has no knowledge of pending development applications within the planning area that desire to utilize the units approved for transfer or conversion.				

**RAR Acknowledgment**

As representative of the property:

\_\_\_\_ (Initial) I acknowledge that the applicant/developer will be required to enter into a mutually agreeable Development Agreement with the City.

\_\_\_\_ (Initial) There are specific timelines associated with the Residential Allocation Reservation (RAR) Process and Findings (Section 6.7.2 of the RHASP (Pages 6-10 – 6-12)). I acknowledge all the timeline requirements associated with the Residential Allocation Reservation process, final approval of the RAR requested entitlements, and building construction time line thereafter (see Chapter 6, particularly Sections 6.6.2, Approval Authority; page 6-3, and Section 6.7, Development Process; page 6-5).

\_\_\_\_ (Initial) I acknowledge the requirement to enter into a Housing Incentive Agreement per Article 9, Chapter 1, Incentives for the Development of Affordable Housing, and, Chapter 9B, Voluntary Workforce Housing Incentive Program.

I hereby acknowledge the above Residential Allocation Reservation requirements.

\_\_\_\_\_  
Property Owner's Signature                      Print Name                      Date

\_\_\_\_\_  
Applicant's Signature                      Print Name                      Date

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