



SANTA CLARA VALLEY
HABITAT AGENCY



City of Gilroy

City of Morgan Hill

City of San José

County of Santa Clara

Santa Clara Valley Water District

Santa Clara Valley
Transportation Authority

Santa Clara Valley Habitat Plan COVERAGE SCREENING FORM

Habitat Plan Application File Number
(Assigned by jurisdiction)

Planning Office File Number
(Assigned by jurisdiction)

To determine if a project is eligible for coverage under the Santa Clara Valley Habitat Plan (“Habitat Plan”), complete and submit this form to the planning or building office of the applicable local jurisdiction (County of Santa Clara, City of Gilroy, City of Morgan Hill, or City of San José) as soon as possible in the development process.

This form is used to evaluate if a private development project located within the Habitat Plan Permit Area is classified as a “covered project” under the Habitat Plan. Certain projects within the Habitat Plan Permit Area may **not** be covered projects under the Habitat Plan due to their location and size. This form is used to determine one of two conclusions and courses of action regarding a proposed project:

(1) A project **is not** a covered project under the Habitat Plan. Submit this form to the applicable local jurisdiction. No additional action regarding the Habitat Plan is needed.¹

(2) A project **is** a covered project under the Habitat Plan. Submit this form to the applicable planning or building office along with the Application for Private Projects when submitting applications for planning approvals.

1. Project Type (subdivision, conditional use permit, etc.) _____

2. Project Location (address / Assessor’s Parcel Number) _____

3. Project Description (including proposed use) _____

A. Project Location

On the Private Development Areas map², where is the project located? (check the applicable box below)

Area 1: Private Development Covered Go to Question C, page 2

Area 2: Rural Development Equal to or Greater Than 2 Acres Covered Go to Question B, page 2

Area 3: Rural Development Not Covered Go to Conclusion 1, page 3

Area 4: Urban Development Equal to or Greater Than 2 Acres Covered Go to Question B, page 2

¹ See disclaimer under Conclusion 1 below regarding Endangered Species Act requirements.

² The Private Development Areas map can be viewed on the Habitat Agency Geobrowser at www.hcpmaps.com or at each of the planning and building offices (County of Santa Clara, City of Gilroy, City of Morgan Hill, or City of San José).

B. Size of the Permanently Disturbed Footprint

What is the total size of the permanently disturbed footprint (not parcel size; see box below), in acres?

If the size of the permanently disturbed area is less than 2 acres, go to Conclusion 1, page 3.

If the size of the permanently disturbed area is 2 acres or greater, go to Conclusion 2, page 3.

Calculating the Size of the Permanently Disturbed Footprint: *The permanently disturbed area is not the parcel size. It is determined by calculating the total land area that will be permanently affected by the proposed development project.*

This area includes all new buildings, new impervious surfaces (parking areas, roads, sidewalks, pools, etc.), and other areas that will be permanently affected by the project (lawns or formal landscaping areas, etc.). Refer to Exhibit A for calculating the Permanently Disturbed Footprint.

This area shall be shown on plans submitted with this Coverage Screening Form.

If necessary, the planning or building office reviewing this Coverage Screening Form may require this area to be calculated by a licensed professional (architect, engineer, surveyor) to verify accuracy.

C. Additions³

- i. Is the project site currently developed? **YES** Go to Question ii below
 NO Go to Conclusion 2, page 3
- ii. Does the project consist of total new impervious surface less than 5,000 square feet for (a) a building addition or (b) a new structure within 50 feet of existing buildings?⁴ **YES** Provide area below in iii and go to Conclusion 1, page 3
 NO Go to Conclusion 2, page 3
- iii. What is the total impervious surface (see box below) that will be added (in square feet)? _____

Calculating Impervious Surface: *New impervious surfaces include all new buildings and paved areas (asphalt and concrete), such as parking areas, driveways, roads, sidewalks and pools.*

This area shall be shown on the plans submitted with this Coverage Screening Form.

If necessary, the planning department reviewing the Coverage Screening Form may require impervious surface area to be calculated by a licensed professional (architect, engineer, surveyor) to verify accuracy.

³ A developed site means a site has existing permanent improvements, such as buildings and impervious areas, that were legally established prior to the Operative Date of the Habitat Plan (October 14, 2013). Review of building permits or aerial photos may be required by the planning department for verification.

⁴ Building addition and new building area is cumulative effective October 14, 2013.

CONCLUSION 1 Project **is not** a covered project under the Habitat Plan.

Submit this Coverage Screening Form to the planning or building office with the applicable planning application (such as use permit, subdivision, etc.) for the project. Planning staff will evaluate and confirm the project is not a Covered Project. Verification of the absence of sensitive habitats, which may include photos and aerials of the site, may be required.

Sensitive Habitats: If the proposed project affects any wildlife and/or plant species covered by the Habitat Plan, or any unmapped burrowing owl occupied nesting habitat, serpentine, riparian, stream, pond, or wetland land covers on the property, then coverage under the Habitat Plan is required. Go to Conclusion 2, below.

Projects that are not covered projects under the Habitat Plan must still comply with Federal and State Endangered Species Act requirements. If a project has the potential to take a federally or state-listed plant or wildlife species, the applicant must contact the U.S. Department of Fish and Wildlife and/or the California Department of Fish and Wildlife to determine whether an endangered species permit should be obtained.

CONCLUSION 2 Project **is** a covered project under the Habitat Plan.

Submit this Coverage Screening Form to the planning or building office with the planning application (such as use permit, subdivision, etc.). Work with planning or building office staff to complete the *Application for Private Projects*, which includes the *Fees and Conditions Worksheet*—a planning tool that provides guidance for land cover mapping requirements, fees, and conditions that may apply to your project.

Property Owner _____

Property Owner Signature _____ Date _____

Applicant _____

Applicant Signature _____ Date _____

Planning/Building Office Contact Information

City of Gilroy 7351 Rosanna St. Gilroy, CA 95020 Tel: (408) 846-0451 Fax: (408) 846-0429 www.ci.gilroy.ca.us/planning	City of Morgan Hill 17575 Peak Ave. Morgan Hill, CA 95037 Tel: (408) 778-6480 Fax: (408) 779-7236 www.morganhill.ca.gov	City of San Jose 200 E. Santa Clara St., T-3 San Jose, CA 95113 Tel: (408) 535-3555 Fax: (408) 292-6055 www.sanjoseca.gov/planning	County of Santa Clara 70 West Hedding St., 7th Floor San Jose, CA 95110 Tel: (408) 299-5770 Fax: (408) 288-9798 www.sccplanning.org
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If the project is not a covered project under the Habitat Plan and “opt-in” coverage from the Habitat Plan is desired, work with the applicable planning or building office to complete the Application for Private Projects and submit it to the planning or building office with the planning application. Opt-in coverage is not guaranteed and will be authorized by the local jurisdiction in consultation with the Habitat Agency.

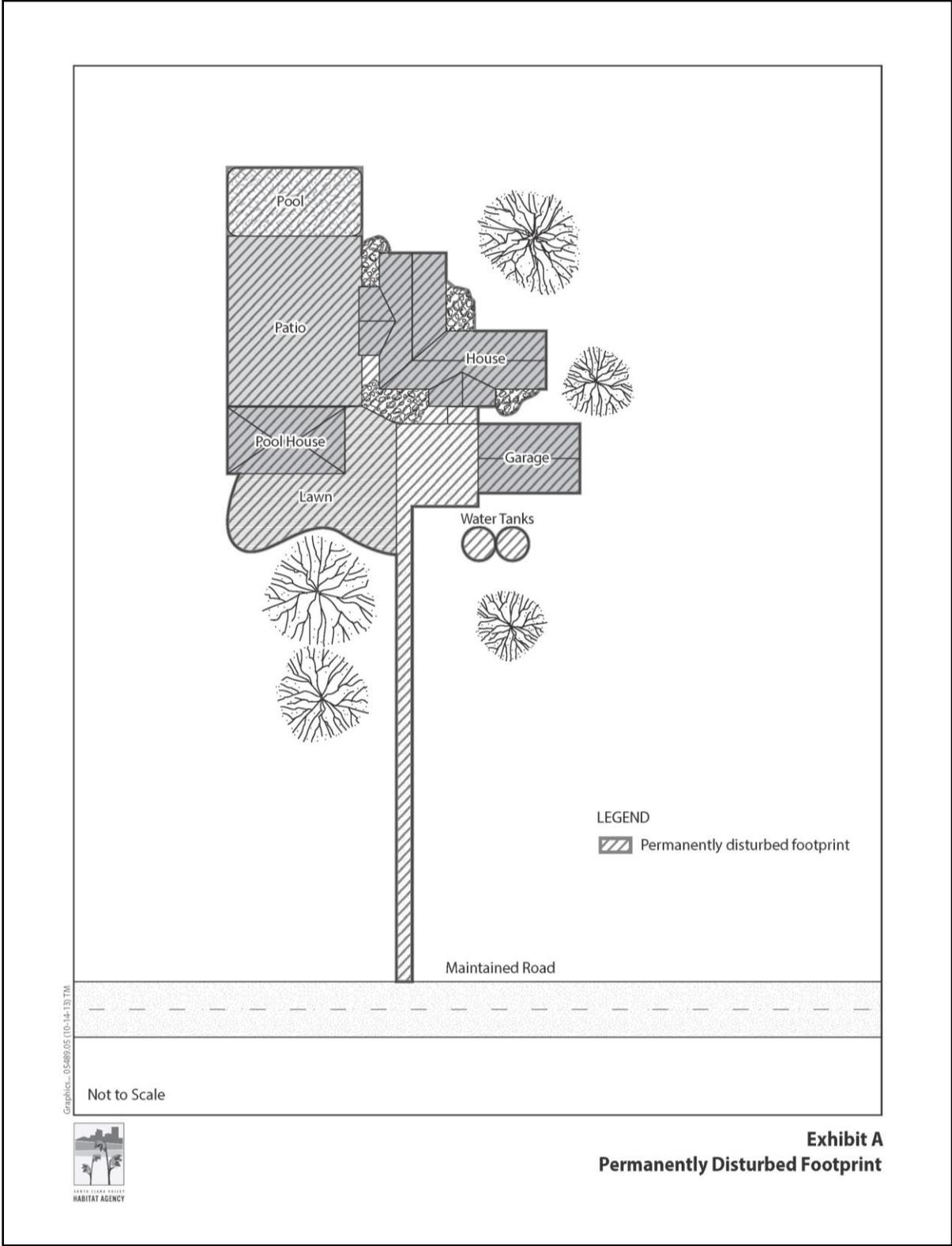
For Staff Verification Use Only

Project is Covered Project is Not Covered No Sensitive Habitats Located on Project Site Date _____

Project Planner _____

Phone Number _____ Email _____

SOURCES FOR THIS FORM: This form incorporates the policies contained within Chapter 2, *Land Use and Covered Activities*, of the Santa Clara Valley Habitat Plan, specifically subsection *Private Development Subject to the Plan*, beginning on Page 2-42.



Note: The permanently disturbed footprint, as shown in Exhibit A, is used to determine if your project is eligible for coverage under the Habitat Plan. Please refer to the Fees and Conditions Worksheet Exhibit 1 to determine how to calculate fees, impacts, and conditions if your project is eligible for coverage under the Habitat Plan.