



## *City of Sebastopol*

# SUBDIVISION ORDINANCE EXCEPTION Application Checklist

The submittal information shall be provided to the Planning Department. All submittal information shall be presented along with the related fees, and any additional information required by the Planning Department before the application can be accepted as complete.

1. Application Form (Master Planning Application Form)
2. Fee: As defined on the fee schedule listed on the Master Planning Application. Checks should be made payable to the City of Sebastopol.
3. Written Explanation of Exception Request (details of and justification for exception). This should include any plans that are necessary to explain or justify the proposal exception. (3 Copies)
4. Further requirements may be made by the Planning Director or another reviewing Department.