



City of Fair Oaks Ranch

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SPECIFIC APPLICATION FORM - GROUP LIVING OPERATION LICENSE

Section 3.9 (15) of the Unified Development Code

All documents shall be sent via email or through ShareSync/FTP file. The following steps must be completed, and the items must be submitted for the application to be deemed complete and processed:

- ☐ A completed Universal Application and checklist signed by the owner/s of the property.
- ☐ Payment of all other applicable fees (see Schedule of Fees).
- ☐ Location/vicinity map showing the location and boundaries of the subject parcel. Indicate scale or not to scale (NTS) and provide north arrow.
- ☐ Letter of Intent explaining the improvements and operations on the property, in compliance with the Building Code, Fire Code, Property Maintenance Code, American Disability Act, and the Unified Development Code.
- ☐ A copy of approved Certificate of Occupancy.
- ☐ Other information as required by Staff.
- ☐ Provide evidence or proof that all taxes and obligations have been paid regarding the subject property.