



**Senate Bill 9 Two-Unit and Lot Split Eligibility Checklist**  
**(Government Code §65852.21 & §66411.7)**

California Senate Bill 9 (SB 9) created a "ministerial approval process" for "two-unit housing development" and "urban lot split" projects in single-family residential zones. To qualify for the "ministerial approval process," the project must satisfy the eligibility requirements listed in Government Code §65852.21 and/or §66411.7.

To apply for ministerial SB 9 review, an Applicant must complete the following Senate Bill 9 Two-Unit and Lot Split Eligibility Checklist. In addition to this checklist, the applicant must also provide a \$100 ministerial review fee, architectural plans, a Tentative Parcel Map (if proposing an "urban lot split"), and any other documents listed herein. A sewer capacity review must be completed on the City's GG Ready program. Additionally, all projects must comply with the objective design standards.

Once this application has been submitted, along with the pertinent support documents, the City has thirty (30) days to review the project for compliance. If the City has not completed their review, and provided their findings of compliance, within the thirty (30) day window, the project will automatically be deemed approved.

PROJECT TYPE	
Which type of SB 9 Project is being applied for?	<input type="checkbox"/> Two-Unit <input type="checkbox"/> Urban Lot Split

To qualify as an SB 9 ministerial approval project, the applicant must check "yes" or "N/A" for all the following general requirements, and all of the requirements for one or both of the project types:

GENERAL REQUIREMENTS		
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is the subject property zoned R-1?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is the property owned solely by an individual property owner(s)?
<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is the proposed development located outside of areas listed in subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Government Code §65913.4 (including Very High Fire Hazard Severity Zones, Earthquake Fault Zones, Special Flood Hazard Areas, and Regulatory Floodways), <b>OR</b> located within one of said areas, but subject to an exception listed therein.
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is the subject property not located in a historic district, identified in the State Historic Resources Inventory, or designated by the City as a historic resource?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the proposed project not require the demolition, or alteration, of any of the following: -Housing unit(s) restricted for moderate, low, or very-low income -Housing unit(s) subject to rent or price control -Housing unit(s) occupied by a tenant in the last three (3) years
<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	If the site has been occupied by a tenant in the last three (3) years, will the proposed housing development will not involve the demolition of more than 25% of the existing exterior structural walls of any existing housing unit(s) on the lot?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the proposed project be rented for periods of more than thirty (30) consecutive days at a time?
<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will at least one (1) off-street parking space per unit be provided? <i>If the property is within 1/2 mile of a High-Quality Transit Corridor of Major Transit Stop, or within one (1) block of a car share, select N/A.</i>
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the proposed project be used for residential purposes only?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are all existing improvements to remain on the property permitted?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Does the project comply with all provisions of Garden Grove Municipal Code Chapter 9.56?

TWO-UNIT HOUSING PROJECT REQUIREMENTS		
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Does the project propose a maximum of two (2) housing units on a single parcel, excluding ADUs or JADUs?

URBAN LOT SPLIT PROJECTS REQUIREMENTS		
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the lot split result in two (2) lots?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the resulting lots be at least 40% the size of the existing lot?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the resulting lots be at least 1,200 sq. ft. in size?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Has a Parcel Map been submitted to the County of Orange?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Has the property not been previously split through an Urban Lot Split?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Has the property owner not previously subdivided an adjacent property pursuant to an SB 9 urban lot split?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the resulting lot split contain two (2) housing units, or less, on each property?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will the individual property owner occupy any of the housing units as a result of the lot split for a minimum of three (3) years after the approval date?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Does the urban lot split conform to all objective standards of the Subdivision Map Act?

**PROJECT INFORMATION:**

Project Address:
APN(s):
Zoning & General Plan Land Use:
Number of Proposed Units:
Square Footage of Each Proposed Unit:

**PRIMARY CONTACT INFORMATION:**

Name:
Contact Type: <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Property Owner <input type="checkbox"/> Representative <input type="checkbox"/> Other
Mailing Address:
City, State, Zip Code:
Phone No.:
E-mail:

**PROPERTY OWNER CONTACT INFORMATION: (If different than Primary Contact)**

Name:
Mailing Address:
City, State, Zip Code:
Phone No.:
E-mail:

**SUBMITTAL DOCUMENTS:**

<input type="checkbox"/> <a href="#">Sewer Capacity Review</a>	<input type="checkbox"/> Preliminary Water Quality Management Plan (If Applicable)
<input type="checkbox"/> <a href="#">Replacement Housing Unit Determination Form</a> (If Applicable)	<input type="checkbox"/> Architectural Plans ( <a href="#">Residential Submittal Guideline</a> )
<input type="checkbox"/> Tentative Parcel Map (For Urban Lot Splits Only)	<input type="checkbox"/> Preliminary Title Report (Less than 6 months old)
<input type="checkbox"/> Payment for \$100 Ministerial Review Fee	

**CERTIFICATION:**

I certify and declare under penalty of perjury under the laws of the State of California that the answers furnished above, and in the attached exhibits, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief. I further understand that additional information may be required to be submitted to the City of Garden Grove to complete my review.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

Date Received:	Received By:
Review Completed Date:	Determination: