



City of Hemet

COMMUNITY DEVELOPMENT DEPARTMENT

445 E. Florida Avenue
Hemet, CA 92543
(951) 765-2375
(951) 765-2359 fax

www.hemetca.gov

Staff use only

Application No.: _____

Fee: _____

Date Received: _____

Received By: _____

Approval Date: _____

Approved By: _____

PLANNING DIVISION PROJECT APPLICATION FOR SMALL GROUP HOME PERMIT

Applicant Name: _____

Business Name: _____

Site Address: _____
(Number) (Street) (State) (Zip)

Phone: (____) _____ Fax: (____) _____ Email: _____

Does the home require a license by the State of California? YES NO

Description of Small Group Home (population served and nature of disability):

Applicant Information:

Applicant Name _____
Applicant Address _____
Phone No. _____ Cell No. _____
E-Mail _____ Fax No. _____

House Manager Information:

Agent Name _____
Agent Address _____
Phone No. _____ Cell No. _____
E-Mail _____ Fax No. _____

Property Owner Information:

Owner Name _____
Owner Address _____
Phone No. _____ Cell No. _____
E-Mail _____ Fax No. _____

- I certify under the penalty of the laws of the State of California that I am the property owner of the property that is the subject matter of this application and I am authorizing to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Hemet, if any, may result in restrictions, limitations and construction obligations being imposed on this real property.

Owner/Authorized Agent Print Name: _____ Date

Owner/Authorized Agent Print Name: _____ Date

- Authorized Agents are required to provide a notarized letter from the property owner providing authority to act for the property owner.

Signature of Applicant _____ Date

Title or Affiliation to the Group Home

SUBMITTAL REQUIREMENTS FOR SMALL GROUP HOME PERMIT

Pursuant to Hemet Municipal Code Section 90-266, any person or entity seeking to establish a Small Group Home in a Single-Family Residential or Multiple Family Residential (R-2 or R-3) Zone shall first apply to the Hemet Planning Department for a Small Group Home Permit.

The applicant shall provide the following information for the application to be deemed complete:

1. A letter from the Property Owner or Operator providing the following information:
 - a. Client profile (the subgroup of the population the facility is intended to serve such as single men, families, elderly, minor children, developmentally disabled, etc.).
 - b. The maximum number of occupants and the facility's hours of operation.
 - c. The term of client stay.
 - d. The support services to be provided on-site and projected staffing levels.
 - e. Information demonstrating that the premises are in compliance with, or will prior to occupancy be brought into compliance with, the standards set forth in Section 90-270 of this Division.
2. The ownership, permit and license history of the applicant, owner, and Operator, if applicable, in previously owning or operating such a dwelling, including the name and address of similar homes in the State of California owned or operated within the past five (5) years.
3. An Operations and Management plan, as provided in the Uniform Building Code, and house rules (as defined in Section 90-270) of this Code.
4. The applicant must secure the inspection and report of the Fire Marshall and Building Official showing that the premises to be used are suitable under applicable uniform building and related codes to safely house the number of persons identified for residency in the dwelling. The Building Official shall determine the applicable use and occupancy classification for the premises for the

purposes of the application of the uniform building and related codes. Provide proof of inspection and sign off per attachment.

5. A certification under the penalty of perjury that none of the identified homes have been found by state or local authorities to be operating in violation of state or local law. The names of all persons and entities with an ownership or leasehold interest in the use or home, or who will be an Operator of the use or home, shall be disclosed in writing to the City, and such persons and entities shall not have a demonstrated pattern or practice of operating similar uses or homes in or out of the City in violation of state or local law.
6. The use or home shall provide certification, if available, from a governmental agency or qualified nonprofit organization and such certification is a generally accepted practice or standard among the owners, operators, profession or industry related to the use or home.
7. Certification under penalty of perjury that the Operator/Owner has read, understood, and will comply with the operator standards contained in Section 90-270 of the Hemet Municipal Code (attached).
8. Payment of the Application Fee for a Small Group Home.