

Guide

Applying for a **Housing Pre-Screen (Special Review for State Law)**

- All applications are submitted online at: <https://acpermit.acgov.org/Portal/#/>
- The online portal will ask a series of questions and allow upload of required information, payment of fees, and upload of project drawings.
- If you are unsure of the permit you need or have any questions, please send an email to planninginfo@acgov.org or call (510) 670-5400.

Property Owner Letter and Signature of Authorization

Date _____

To: Planning Department
224 W. Winton Ave
Hayward, CA 94544

RE: Zoning/Permitting – Planning Application Process

I hereby represent that I am the legal owner of the property referenced below, and I hereby give my authorization to _____, to act as my Agent(s) in processing and obtaining approval for Zoning Permits through the County of Alameda Planning Department for the project described as:

Housing Legislation Referenced: _____

Project Description:

Property Address: _____

Assessor Parcel Number: _____

Property Owner:

Full Name of Property Owner: _____

Signature of Property Owner: _____

Signature Date: _____

Alameda County Planning Department
224 West Winton Avenue, Room 111, Hayward, CA 94544
Phone: (510) 670-5400 Email: planninginfo@acgov.org