



DEVELOPMENT REVIEW APPLICATION

Planning Division:



909.394.6250



planning@sandimasca.gov

PLEASE READ: This application is for Planning review only. Building and Safety review is a separate process once planning approval has been secured. If completing this form by hand, please write legibly. This form can be filled out electronically and e-signed. The applicant is the main contact person(s) for the project. The applicant can be the owner, designer, contractor, or other representative.

PROJ-

Date Received:

Fees:

Case No.:

Related Files:

Received By:

General Information / Owner and Applicant Certification

We certify that we are the applicant and property owner for the property described in this application. We acknowledge the filing of this application and certify that all the information provided is complete and accurate to the best of our knowledge. We understand that an incomplete application may result in the matter being rescheduled for a later hearing date.

Applicant's Name

Phone

Email

Applicant's Address

City

Zip

Applicant's Signature

Date

Property Owner's Name

Phone

Email

Address of Owner

City

Zip

Property Owner's Signature

Date

Type of Application

Conditional Use Permit

Minor Conditional Use Permit

Specific Plan

Development Plan Review

Minor Deviation

Tract Map

Director's Review

Municipal Code Text Amendment

Variance

Entertainment Permit

Parcel Map

Zone Change

General Plan Amendment

Precise Plan

Other: _____

Lot Line Adjustment

Reasonable Accommodation

Other: _____

Lot Line Merger

Senate Bill 9 - Urban Lot Split

Other: _____

*Please note there are separate applications for Tree Removals, Temporary Uses, and Garage Sales.

Site Information

Project Location: _____ Assessor Parcel Number (APN): _____

Existing Building Size: _____ Proposed Building Size: _____ Gross Building Size: _____

Existing Lot Size: _____ Proposed Lot Size: _____ Lot Coverage %: _____

Project Description

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Additional Requirements by Application Type

Applications submitted to the Planning Division must be deemed complete before they will be reviewed for processing. Each application type has specific submittal requirements necessary to deem an application complete. All applicable items on their respective checklist shall be submitted at the time of formal application submittal. Applications that fail to include the required items will be deemed incomplete, which will delay the application review, and if applicable, delay the public hearing date. Additional information may be required for certain applications, which will be determined during the review process, after the application has been deemed complete. Please note that this additional information, along with any comments/corrections will be provided via an inconsistency letter, after the application has been deemed complete. Applications that have not been resubmitted within 90 days from the date of the incomplete or inconsistency letter shall be deemed inactive and subsequently closed, unless an extension is granted by the Director of Community Development for good cause shown.

Applications that have been closed shall require submittal of a new application and associated fees before the application can be considered. **It is recommended that you meet with Planning Staff to better understand the applicable applications for your project and the applicable submittal requirements. All checklists can be accessed at the link below or by scanning the QR Code.**



https://cms8.revize.com/revize/cityofsandimasca/departments/community_development/planning_division/applications.php