



DEVELOPMENT APPLICATION FORM

Department of Community Development
Planning Division

(626) 932-5565
cityofmonrovia.org

This form is part of your development application submittal. If the form does not provide enough space for an answer, you may attach additional sheets. If you feel a question is not applicable to your project, write N/A. If you have any trouble filling out the form or have any questions regarding the form, please contact a member of the Planning Division staff for assistance. No later than 30 days after receipt of the submittal materials, the City shall determine whether they are complete.

Project Location

Request

- Variance Conditional Use Permit Appeal
 Parcel Map Tract Map Zone Change/General Plan Amendment
 Other: _____

Date Rec'd _____

Applicant

Name _____

Contact _____

Address _____ CITY _____ Zip _____

Telephone _____ FAX _____

- Status: Owner Agent of Owner Purchaser
 Lessee Agent of Lessee Other _____

Contact: _____

Telephone _____ FAX _____

Email _____

Registered Engineer or Architect:

Name _____

Address _____ Zip _____

Telephone _____ FAX _____

Site Description

Zoning Designation _____
Area and Dimensions _____
Current Use _____
Assessors Parcel No. _____
Number of existing lots _____

Project Description

BUILDING

	<u>Existing</u>	<u>Proposed</u>
Total Floor Area	_____	_____
Occupancy Load	_____	_____

PARKING

Parking required	_____	_____
Parking provided	_____	_____

Submittal Checklist

<u>Req'd</u>	<u>Rec'd</u>	<u>Submittal Materials</u>	<u>Required Copies</u>
<input type="checkbox"/>	<input type="checkbox"/>	Completed Application	1
<input type="checkbox"/>	<input type="checkbox"/>	Narrative of development proposal	1
<input type="checkbox"/>	<input type="checkbox"/>	Detailed Operations Statement	1
<input type="checkbox"/>	<input type="checkbox"/>	Supplemental Questionnaire (attached)	1
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan/Elevations/Floor Plans (1/2 size- 15" x 21")	16 (Folded)
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan/Elevations/Floor Plans (reduced 8-1/2 x 11)	1 (hard copy or e-copy)
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan/Elevations/Floor Plans (colored/reduced) (8-1/2 x 11)	1 (hard copy or e-copy)
<input type="checkbox"/>	<input type="checkbox"/>	Two \$75 Checks to LA County Recorder (Neg Dec)	2
<input type="checkbox"/>	<input type="checkbox"/>	Property List/Labels/Radius Map (certified)	2 sets of labels
<input type="checkbox"/>	<input type="checkbox"/>	Tentative Map	20 (Folded)
<input type="checkbox"/>	<input type="checkbox"/>	Grading Plan	
<input type="checkbox"/>	<input type="checkbox"/>	Environmental Impact Report (EIR)	
<input type="checkbox"/>	<input type="checkbox"/>	Specific Plan Requirements	

Supplemental Questionnaire

Required

Not Required

Staff Initial _____

Legal Description Attached

Deed Restrictions Attached

Environmental Setting

If undeveloped (partially or fully), describe the project site as it exists including information on topography, soil stability, plants and animals. If now developed, describe the existing land use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.) and scale of development (height, frontage, setback, rear yard, etc.) Describe any cultural, historical or scenic aspects of the site. (Attach photos of the site.)

Proposed Public Utilities:

Water

Gas

Electricity

Telephone

Sewer

Time Schedule for Project completion: _____

List and describe any other related permits and other public approvals required for this project including those required by City, regional, state and federal agencies: _____

Environmental Impacts

- | | <u>Yes</u> | <u>No</u> |
|---|--------------------------|--------------------------|
| a. Will the proposed project result in a substantial alteration of ground contours and/or alterations of existing drainage pattern? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Will the proposed project result in an increase in noise, vibration, dust, dirt, smoke, fumes, odor or solid waste during and/or after construction? | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Will the proposed project result in the use or disposal of potentially hazardous materials? | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Will the proposed project result in a substantial increase in demand for municipal services and/or energy consumption? | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Will the project result in a change in scenic views or vistas for existing residential areas, public lands or roads? | <input type="checkbox"/> | <input type="checkbox"/> |

Explain in detail any "YES" answers to the above questions on additional sheets.

Provide any additional information which would elaborate on the potential environmental consequences resultant from the proposed project.

Statements of Verification

Applicant: I hereby certify under penalty of perjury statements and information presented in this application and in the submitted exhibits are true and correct to the best of my knowledge and belief.

DATE: _____

(Signature of Applicant)

Owner: I/we hereby certify under penalty of perjury that I/we am/are the owner(s) of the property described in this application, and that all information submitted for this application is true and correct.

Owner of Record (signature)

Telephone _____

Address _____

Owner of Record (if more than one)

Telephone _____

Address _____

Owner Affidavit

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California, County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20 _____,

by _____ proved to me on the basis of satisfactory

evidence to be the person(s) who appeared before me.

Signature (Seal)

Total Fees Paid _____

PC Meeting Date _____

Date Filed _____

Received by _____