



Community Development Department  
 Planning Division  
 13220 Central Avenue  
 Chino, CA 91710  
 (909)334-3253

www.cityofchino.org

**CITY of CHINO**

**Administrative Review Uniform Application**

**General Information (Print or Type)**

Applicant's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Legal Property Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Type of Project Application Proposed (Please check all applicable boxes)**

<p><b>Residential with DRC</b></p> <p><input type="checkbox"/> Single-family or duplex developments of 4 or fewer units</p> <p><b>Residential without DRC</b></p> <p><input type="checkbox"/> Single-story additions larger than 600 SF added to existing single family or duplex</p> <p><input type="checkbox"/> Habitable structures accessory to residential dwellings between 600 SF and 850 SF</p> <p><input type="checkbox"/> Non-habitable structures accessory to residential dwellings between 600 SF and 1,200 SF</p> <p><input type="checkbox"/> Second-story addition regardless of size for residential property*</p> <p><input type="checkbox"/> Other _____</p> <p><b>Commercial or Industrial w/o DRC</b></p> <p><input type="checkbox"/> Modification to an existing minor or major telecommunication facility</p>	<p><input type="checkbox"/> Modification of building exterior</p> <p><input type="checkbox"/> Athletic Instruction, Minor</p> <p><input type="checkbox"/> Ancillary Industrial Facility</p> <p><input type="checkbox"/> Crop Cultivation</p> <p><input type="checkbox"/> Variance (Minor)</p> <p><input type="checkbox"/> Other _____</p> <p><b>Commercial or Industrial with DRC</b></p> <p><input type="checkbox"/> Construction of parking lots accessory to any building or structure. (Excluding secondary or senior secondary units.)</p> <p><input type="checkbox"/> Commercial buildings up to 3,000 SF</p> <p><input type="checkbox"/> Industrial buildings up to 10,000 SF</p> <p><input type="checkbox"/> Adding up to 3,000 SF or 25% of the existing floor area, whichever is less for commercial buildings and facilities</p> <p><input type="checkbox"/> Adding up to 10,000 SF or 25% of the ex-</p>	<p>isting floor area, whichever is less for industrial buildings and facilities</p> <p><input type="checkbox"/> Modification to or expansion of the existing site layout (including parking, circulation, storage and landscaping)</p> <p><input type="checkbox"/> Parks, open space, &amp; streetscape design</p> <p><input type="checkbox"/> New Minor Telecommunications Facility</p> <p><input type="checkbox"/> Ancillary Industrial Facility</p> <p><input type="checkbox"/> Exotic Animal</p> <p><input type="checkbox"/> Temporary Facilities</p> <p><input type="checkbox"/> Other _____</p> <p><b>* Note: Applicant is strongly encouraged to meet with Planning staff prior to application submittal.</b></p>
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**Project Information**

Location of Project: \_\_\_\_\_ Assessor's Parcel Number: \_\_\_\_\_

Zoning Designation: \_\_\_\_\_ General Plan Designation: \_\_\_\_\_

Detailed description of proposed project. Please include building and lot size, number of buildings, proposed use, etc. (Attach additional sheets if necessary.)

\_\_\_\_\_

\_\_\_\_\_

**Staff Use Only**

File No.	Date Received	Filing Fee	Received By
Related Files	Time Received	Receipt No.	Supervisor Authorization

## **Additional Information**

1. Any permit issued pursuant to this application will not grant any right or privilege to use any building or land contrary to the provisions of law or of any ordinance of the City of Chino. All provisions of law and of ordinance governing the use of the subject building or land will be complied with, whether specified or not.
2. Prior to plan preparation and submittal, it is recommended that the applicants read applicable sections of the Zoning Ordinance, General Plan, and any specific plans that could affect development of the subject property. In addition, the *Minimum Requirements for Filing* must be satisfied prior to submitting this application. Be advised that incomplete plans that DO NOT satisfy the Minimum Required Information Checklist will be rejected at the counter and not be allowed to be submitted.
3. Approval of this application does not constitute final approval to construct your project. Before beginning construction, you will still need to obtain building permits and pay all appropriate fees. Since the fees could be substantially higher than anticipated, it is strongly recommended that you contact the following departments and/or agencies prior to submitting for a building permit to determine all of the necessary plans/materials and fees:
  - Building Division (909) 334-3251
  - Chino Valley Independent Fire District (909) 902-5260
  - Public Works Department (909) 334-3265
  - Chino Unified School District (909) 628-1201 ext. 1200—For School Fees
4. The applicant and property owner hereby grants permission for City staff to enter and inspect the subject property as required to evaluate this application.

## **Property Owner/Applicant Certification**

I certify under the penalty of the laws of the State of California that I am the individual identified below and am authorized to and hereby consent to the filing of this application and acknowledge that the final approval by the City of Chino, if any, may result in restrictions, limitations and construction obligations being imposed on this real property.

- Property owner, trust, partnership, corporation or LLC\*
- Purchaser in Escrow\*\*
- Developer/Owner's Agent\*\*
- Property Manager\*\*

\* **Note:** *If the property owner is a trust, partnership, corporation or LLC, legal documentation shall be provided that list all persons that make-up the trust, partnership, corporation or LLC and provide proof that the individual is authorized to act on behalf of the said entities.*

\*\***Note:** *Requires property owner(s) signature below or letter of authorization from the property owner(s).*

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_