### COMPREHENSIVE APPLICATION FOR DEVELOPMENT REVIEW AND LAND USE APPROVAL

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<tr>
<th>Request Type</th>
<th>Code/Ordinance Amendment</th>
<th>Zone Change</th>
<th>General Location or address location:</th>
<th>Assessor’s Parcel No(s):</th>
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<tr>
<td>GENERAL PLAN AMENDMENT</td>
<td>PLANNED DEVELOPMENT OVERLAY</td>
<td>ZONE CHANGE</td>
<td>CITY: ______________________________</td>
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<td>PLANNED DEVELOPMENT OVERLAY</td>
<td>CODE/ORDINANCE AMENDMENT</td>
<td>TRACT MAP</td>
<td>STREET: ____________________________</td>
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<td>VARIANCE FROM CODE</td>
<td>DEVIATION PLAN REVIEW</td>
<td>PARCEL MAP</td>
<td>STATE: ____________________________</td>
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<td>DEVELOPMENT PLAN REVIEW</td>
<td>ADMIN. DEV. REVIEW</td>
<td>CONDITIONAL USE PERMIT</td>
<td>ZIP: ______________________________</td>
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<td>MAJOR MODIFICATION</td>
<td>MINOR DEVELOPMENT PLAN REVIEW</td>
<td>SPECIFIC PLAN AMENDMENT</td>
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**Complete Project Description/Reason for Request:** Attach a detailed description to explain all proposed uses for this property or project, if necessary. (For Minor Adjustments or Variances explain the special conditions for circumstances applicable to the property and the privileges that would be denied and are enjoyed by other properties in the vicinity)

<table>
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<tr>
<th>Date Submitted</th>
<th>Case Planner</th>
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**Applicant/Contact Person:** ____________________________  **Company:** ____________________________

**Telephone No. (___) __________________ Fax No. (___) __________ e-mail __________________

**Mailing Address:** ______________________________________________________________

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<thead>
<tr>
<th>Building Owner/Contact Person: ____________________________</th>
<th>Company: ____________________________</th>
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| Telephone No. (___) __________________ Fax No. (___) __________ e-mail __________________

**Mailing Address:** ______________________________________________________________

**Associated Case(s):** ____________________________
Hazardous Waste Site Certification: (Required pursuant to Section 659652.5 (f) of the California Government Code) Please see hazardous waste list at WWW.geotracker.swrcb.ca.gov/search/. At City type Perris, then enter.

The applicant/owner hereby certifies that they have consulted the list of hazardous waste sites for the City of Perris, dated ______________________ (must be filled in), and the project is/is not (circle one) located on a site included on the list of hazardous waste sites for the City of Perris.

Air Quality/Hazardous Materials Certification: (Required pursuant to Section 65850.2 of the California Government Code)
1. The applicant/owner hereby certifies that the project will/will not (circle one) need to comply with the requirements for a permit for construction or modification from the South Coast Air Quality Management District, 21865 E. Copley Drive, Diamond Bar, CA 91765-4182, (909) 396-2000.
2. The applicant/owner hereby certifies that the project will/will not (circle one) have more than a threshold quantity of a regulated substance, or will contain a source or modified source of hazardous air emissions. Please attach a list of any regulated substances and quantities anticipated, if applicable. (Note: Any quantity of hazardous waste or handling or storage of any quantity of acutely hazardous materials requires filing of a Management Plan and a permit from County Environmental health Services. A Management Plan and permit is also required for other hazardous materials if more than the threshold quantities are present, which are typically either 55 gallons of liquid, 200 cubic feet of pressurized gases, or a weight of 500 pounds.)
3. Describe any use, storage, or discharge of hazardous and/or toxic materials in the known history of this property. Please list the materials and dates, if known. (Attach response if appropriate)
4. The project is/is not (circle one) located within one-quarter (1/4) mile of a school.

NOTE: Plan review, permits, and inspections are also required from the Building Division prior to any construction or occupancy of the proposed project. The applicant/owner shall comply with all requirements of the Perris Municipal Code in construction and use of the proposed project.

Processing Costs: The City operates on the basis of full cost recovery for the processing of planning projects. Deposits made at the time of application are projected to be sufficient for the processing of most applications; however, additional deposits may be required to cover the projected costs for review of projects. If at any time deposits are insufficient to cover projected costs, processing of the project will be stopped until sufficient additional funds are deposited with the City. Lack of sufficient funds on deposit will suspend any required processing time frames.

Certification: I hereby certify that I understand the deposits for processing costs, information, and requirements referenced in this application and that the information furnished above and in any attached exhibits is true and correct. The property owner further certifies that they are the legal owner of the property and consent to the application.

Applicant's Signature __________________ Date __________________

Property Owner's signature __________________ Date __________________

Applicant's Printed Name __________________ Property Owner's Printed Name __________________
Authorization to Act on Behalf of Owner

Date: _______________________

City of Perris
135 N. ‘D’ Street
Perris, CA 92570

To Whom It May Concern:

I am the owner of the property at (street address):

___________________________________________

The following work will be performed at this address (description of work):

_________________________________________________________________

_________________________________________________________________

I authorize (print name) ____________________________________________ to act as my agent to obtain necessary permits for the work described above.

Furthermore, I agree to defend, indemnify, and hold the City of Perris, its elected officials, officers, directors, employees, agents, and volunteers harmless from and against any and all loss, liability, or damages, including reasonable attorneys’ fees and/or court costs, arising out of the performance of this contract, except for the sole negligence of the City of Perris, its elected officials, officers, directors, employees, agents, and volunteers.

(property owner signature) To be Verified by Notary

____________________________________

(property owner printed name)

NOTE: If the property is a part of a corporation a list of authorized corporate officers must be provided.
REQUIRED PROPERTY OWNER(S) NOTIFICATION INFORMATION

THE FOLLOWING ITEMS WILL BE REQUIRED.

1. TWO identical packages to be inserted in separate 8 ¾ x 11-¼ manila envelopes. These envelopes shall indicate the case number and the word "labels", and shall contain the following:
   a. One typed set of gummed labels indicating all: the Assessor’s Parcel Numbers, property owner(s) name(s) and the mailing addresses that are within a 300-foot radius of the exterior of their proposed project (this list shall be ascertained from the last equalized assessment roll).
   b. One label each of the owner/applicant/engineer.
   c. A photocopy of the aforementioned labels.

2. Two additional typed sets of gummed labels each of the applicant, owner, engineer, and representative with their mailing addresses. Do not include duplicate sets where applicant and owner, etc. are the same. These should be inserted in a letter-sized envelope and stapled to the outside of one of the large manila envelopes mentioned in item 1 above.

3. **Certification by a title company** that the above list is complete and accurate.

4. A 300-foot radius map on assessor’s map pages, which clearly shows the Assessor’s Parcel Numbers for each affected parcel (on 8.5 x 11 size paper).

PROPERTY OWNERS CERTIFICATION

_______________________________________, certify that on __________________________ the attached property owners list was prepared by____________________________________________ (Print name) (Print company or individual’s name) (month-day-year) pursuant to application requirements furnished by the City of Perris, Department of Planning & Community Development. Said list is a complete and true compilation of owner of the subject property and all other owners within 300 feet of the property involved in the application and is based upon the latest equalized assessment rolls.

I further certify that the information filed is true and correct to the best of my knowledge. I understand that incorrect or erroneous information may be grounds for rejection or denial of the application.

NAME __________________________________________________________________________
TITLE/REGISTRATION _____________________________________________________________
ADDRESS _______________________________________________________________________
PHONE __________________________                      FAX __________________________
SIGNATURE________________________ DATE _____________________________
ENVIRONMENTAL INFORMATION FORM  
(TO BE COMPLETED BY APPLICANT)

Project Description:  ______________________________________________________________

Project Location:  ________________________________________________________________

Assessors Parcel No.  ______________________________________________________________

Applicant:  __________________________________________________ Phone: _______________

Address:  __________________________________________________

ENVIRONMENTAL SETTING

The following questions are intended to indicate if your project could have significant environmental effects to the area in which it is proposed. On additional sheets, discuss any questions answered yes or maybe.

Will the proposed project cause:

1.  Change to existing natural ground features or significant alteration of natural contours?  Yes  Maybe  No

2.  Change, modification or disruption of scenic views or vistas from adjacent private, or public lands or roadways?

3.  A change or substantial alteration to the character of the general area?

4.  Significant change in the ambient air quality, or substantial increase of pollutant concentrations?

5.  Significant change in the ambient noise or vibration levels?

6.  Is the project to be developed in an area subjected to significant noise levels?

7.  Significant change in the existing ground water quality or quantity or alteration to natural drainage patterns?

8.  Create significant amounts of solid waste or trash?

9.  Is the project to be developed on filled land or slopes in excess of 10 percent?

10. Will the project require the use or disposal of potentially hazardous materials such as toxic substances, flammable, explosives, etc.?

11. Substantial change in demand for municipal services or infrastructure (police, fire, water, sewage, etc.)?

12. Does the project have a relationship with a larger project or series of projects?

13. Has a prior environmental report been prepared of which this project is a part?
ENVIRONMENTAL INFORMATION FORM
(TO BE COMPLETED BY APPLICANT)

14. If you answered yes to question 13, could this project cause significant effects that were not covered or examined within the prior environmental report? __ __ __

15. Will the project conflict with any City adopted plans or goals? __ __ __

16. Affect a rare or endangered species of animal or plant or the habitat of the species? __ __ __

17. Interfere substantially with the movement of any resident or migratory wildlife species? __ __ __

18. Disrupt or adversely affect a prehistoric or historic archaeological site or a property of historic or cultural significance to a community or ethnic or social group; or a paleontological site? __ __ __

19. Cause substantial growth or population increase? __ __ __

20. Cause an increase in traffic, which is substantial in relation to the existing traffic load and capacity of the street system? __ __ __

21. Encourage activities which result in the use of large amounts of fuel, water, or energy? __ __ __

22. Is the project located in an area which could expose people or structures to major seismic or flooding hazards? __ __ __

23. Will the project cause a utility extension or sizing, in excess of that required to serve the project? __ __ __

24. Could the project cause significant disruption or interference to an existing community? __ __ __

25. Could the project cause the conversion of prime agricultural land to non-agricultural use or resources or impair the productivity of agricultural lands? __ __ __

26. Is the project located within a 100-year or 500 flood plain? __ __ __

PROJECT SETTING

27. Describe the project site in its present condition, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site. (Snapshots or instant photos are acceptable.)

28. Describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.). Attach photographs of the vicinity. (Snapshots or instant photos are acceptable.)
### MANDATORY INFORMATION REQUIRED ON PLANS
Additional information may be required on site plan if deemed appropriate by the Director of Community Development

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<tr>
<th>Staff Initial</th>
<th>App’s Initial</th>
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**Site Plan/Plat**

- Assessor’s parcel no.
- Acreage
- Building eaves, canopies
- Building foot prints and gross building area by use
- Drainage plan to control both on and off site drainage
- Driveways, parking backup and radii
- Easements
- Employee amenity areas
- Fences, walls (location & design)
- Fire - Location of fire hydrants
- Land - Existing land uses adjacent to the site
- Landscape - Area calculation of landscaped areas, common open space
- Landscape percentage of parking area, excluding setbacks and parking overhang (max 2’ into landscaped area)
- Legal description
- Loading area/spaces (include dimensions)
- Lot - Percentage of lot coverage
- Lot Dimensions
- North arrow & Scale (no. of feet per inch)
- Open space areas
- Owner and applicant name/address
- Parking spaces (include dimensions) parking overhang maximum 2 feet
- Patios, Balconies (show square footage)
- Pedestrian walkways and paseos
- Power poles
- Recreational amenities
- School District(s)
- Setbacks
- Signature & license number of architect, landscape architect, civil engineer or land surveyor (where required)
- Street lights (existing if any)
- Street status (adjacent)
- Streets, names, locations and widths of rights-of-way of proposed streets, street cross sections, alleys and easements, are they paved
- Trash - Location of trash enclosures
- Utility lines, sewer access
- Utility Purveyors
- Zoning
MANDATORY INFORMATION REQUIRED ON PLANS
Additional information may be required on site plan if deemed appropriate by the Director of Community Development

(For Parcel/Tract Map also Include:)

- Contour intervals
- Density (net & gross)
- Lot - Minimum and average lot sizes

<table>
<thead>
<tr>
<th>Lot #</th>
<th>Lot Size</th>
<th>Useable Area (devoid of slope)</th>
<th>Lot width</th>
<th>Depth</th>
<th>Street Frontage</th>
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- Lot - Total of lettered lots
- Lot - Total of numbered lots
- Park & open space acreage
- Street. lineal lengths/cul-de-sac

Preliminary Grading and Drainage Plans

- Proposed grades, elevations, slopes, and structures on the site
- All existing contours and structures on the site and within twenty-five feet (25’) of the boundaries of the site
- Show proposed sections around property boundaries
- Show locations and limits of any existing floodway and floodplain areas
- Location and elevation of all existing and proposed circulation and drainage improvements, including streets, curbs, driveways, sidewalks, median islands, and drainage courses on the site and within 100 feet of the boundaries of the site
- Preliminary drainage plan shall show or explain the drainage area tributary to the site and include a statement setting forth in detail the manner in which storm water runoff will enter the site, the manner in which it will be carried through the site, and the manner in which disposal beyond the site boundaries be accomplished. Detention basins may be required unless storm water is directed to an improved storm drain facility.

Architectural Elevations

- Fully dimension all elevations from lowest to highest points
- Call out material and colors (digital pictures 8 ½ x 11)
- Provide at least one colored rendering
- Show variation in plane and textures and demonstrate architectural compatibility (with City’s site and architectural guidelines)
- Full lighting specifications
- Full tabulations of existing and proposed signs, including area(s) and types and size of letters
- Other signs existing and proposed, including all incidental, directional, menu-board and ancillary type signs

Floor Plans

- Show dimensions and Square footage of unit(s)
- Show eave projections past wall
- Shade in additions(s)
Conceptual Landscaping Plans

- Plant pallet and sizes of materials
- Locations and numbers of trees, shrubs and acres of ground covering, including spacing of ground cover. Identify slope areas.
- Proposed wall & fences and their materials
- For Tentative Tract Maps landscape plans should address streetscapes, entry statements, and public spaces such as detention basins and median islands.

Special Studies

Studies that may be appropriate to identify necessary mitigation measures to support findings of "No Significant Impact". These may typically include the following:

- Air Quality Assessment
- Cultural Resource Assessment
- Drainage and hydrology studies
- Habitat Survey (In Narrow Endemic Plant Survey Area identified in MSHCP)
- Noise Studies
- Soils/Geologic Studies (Where significant rock outcroppings, or septic systems proposed)
- Traffic Studies
**REQUIREMENTS FOR FILING COMPREHENSIVE APPLICATION FOR DEVELOPMENT AND LAND USE APPROVAL**

When multiple applications are submitted for one location (APN) all fees must be collected (i.e., GPA/ZC TTM) but submittal requirements are not duplicated. Please speak with the counter technician regarding specifics.

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<tr>
<th>Application</th>
<th>Authorization Form</th>
<th>Deposit from the Fee Deposit Schedule</th>
<th>Environmental Assessment Form</th>
<th>Special Studies</th>
<th>Property Owners Certification, Labels</th>
<th>Grant Deed or Title Report</th>
<th>Assessor’s Parcel Map (outline project boundaries)</th>
<th>Color &amp; Materials</th>
<th>Digital Copy of all plans PDF format on a CD</th>
<th>Site Plans Full Size (24 x 36, no larger)</th>
<th>Preliminary Grading and Drainage Plans</th>
<th>Architectural Elevations</th>
<th>Floor Plans</th>
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**NOTE:** Incomplete applications cannot be transmitted or processed. To process a case in an expeditious manner, a complete application package is necessary.

Date: ___________________  Applicants Signature: ___________________