

Architectural Design & Site Plan Review Discretionary Application

Project Name: _____
 Address: _____
 Assessor Parcel Number: _____ Property Zoning Designation: _____

A. DELIVERABLE STAGES

1. **Application** - Completed application, two (2) signed indemnity agreements, digital copies (pdf) of full-sized Site Plans, Colorized Elevations, and Conceptual Landscape Plans.
2. **Narrative** - The applicant will submit a formal letter describing the project proposal in length and detail. Applicants are encouraged to cover a broad range of topics including operation of the project, intended development schedule, metrics of similar projects, and any other topics which will assist staff in developing a narrative for entitlement.
3. **Fees** - Development type + Surcharges + Environmental (TBD)

B. FEES (Only one will apply)

- | | | |
|--------------------------|---|------------|
| ☐ | Change in Use/Remodel (discretionary) | \$2,111.00 |
| ☐ | Commercial Development | \$7,403.00 |
| ☐ | Industrial Development | \$5,675.00 |
| ☐ | Substantial Conformance (Planning Commission) | \$1,741.00 |

Include the following surcharges to the application fee

Technology Surcharge	6% of Application Fee	\$ _____
Long Range Planning Surcharge	7.5% of Application Fee	\$ _____
Total		\$ _____

Applicant:

Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone #: _____ Email: _____

Record Owner:

Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone #: _____ Email: _____

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (we), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

Applicant's signature_____
Record owner's signature_____
Applicant's printed name_____
Record owner's printed name_____
Date_____
Date