



Date Received _____
By _____
Fee _____
Case # _____

PRE-APPLICATION FORM

(Print Legibly)

Applicant _____ Phone _____
 Address _____ City _____ State ____ Zip _____
 E-mail Address _____ Fax _____
 Project Name (if any): _____

Contact Person/Representative _____ Phone _____
 Address _____ City _____ State ____ Zip _____
 E-mail Address _____ Fax _____

Property Owner _____ Phone _____
 Address _____ City _____ State ____ Zip _____
 E-Mail Address _____ Fax _____

Assessor Parcel Number(s) _____ Existing Land Use _____
 Property Dimensions _____ General Plan Designation _____
 Structure Square Footage _____ Existing Zoning _____
 Location: (Example: Address & Street or SW corner of Elk & Onaga or 300 ft N of Paxton on W side of Airway)

Proposed Project Description: Precisely describe the proposed project for which approval is being sought and the application is being submitted. Use additional sheets and attach to application if necessary.

NOTE: THE INFORMATION I HAVE PROVIDED IS TRUE AND OPEN AS PUBLIC INFORMATION. THE PLANNING APPLICATION DOES NOT GUARANTEE APPROVAL OR CONSTITUTE A BUILDING PERMIT APPLICATION. ADDITIONAL FEES MAY BE REQUIRED DEPENDING ON ANY ADDITIONAL ADMINISTRATIVE COSTS.

Applicant's Signature _____ Date _____

**Town of Yucca Valley
 Community Development/Public Works Department
 58928 Business Center Dr., Yucca Valley, CA 92284
 760 369-6575 Fax 760 228-0084**

Please Provide the Following Submittal Information:

1) SITE PLAN (Ten copies): *This will show the parcel of land with all proposed buildings, walls, drive aisles, parking, landscape areas, sidewalks, streets, and any other proposed structure or object, drawn to scale it may show easements, contour lines, flood areas, trees, surrounding land uses and existing structures.*

2) ELEVATIONS (Ten copies): *This is a drawing, of the external features of a proposed structure which includes all architectural features and types of materials proposed for finishing. Typically, this will include north, south, east, and west facing views of each building. This should be colored to represent the materials and colors of the siding and roofing as displayed on the materials board.*

3) FLOOR PLANS (Ten copies): *This is a drawing of the interior layout of buildings, showing all walls, doors, windows, counters and similar structures. When applicable, seating areas, number of seats and aisles, shall be clearly labeled.*

4) SUBDIVISION MAPS (Ten copies) *This drawing will show boundary of the area to be divided, streets, lot lines, easements both existing and proposed and drawn to scale. The drawing shall indicate acreage and proposed lot sizes.*

5) ONE SET OF 8 ½ X 11 and 11x17 REDUCTIONS OF PLANS.

6) One pdf file of site plan, subdivision map, floor plan, and building elevations scaled to 11x17 e-mailed to ComDev@Yucca-Valley.org or provided on a CD.

The pre-application review is intended to be simple and informal. Applicants may draw their own conceptual plans of the project or use the services of a qualified civil engineer or architect.

The Development Review Committee meets the first and third Wednesday of each month.