



CITY OF GLENDORA, COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING APPLICATION

Project (Street) Address

Current Use of Property

Assessor Parcel No(s).

Provide a detailed written description of the project below (attach additional sheets) that thoroughly describes:

1. Demolition of structures and new construction (in square feet for commercial or in number of units for residential); and
2. List all proposed use(s) and activities. List all application(s) needed. Note any issues that need to be resolved.

PROPERTY OWNER (Must Complete Ownership and Consent Affidavit)

Name _____ Phone Number _____ Email _____

Address _____ City _____ State and Zip Code _____

Signature _____

OFFICIAL USE ONLY

PROJECT FILE NUMBER: _____ RECEIPT NUMBER: _____

RECEIVED BY: _____ DATE: _____ FEE/DEPOSIT AMOUNT: _____

DEEMED COMPLETE BY: _____ DATE: _____



AUTHORIZED OWNER'S REPRESENTATIVE OR APPLICANT (If not the owner)

Name Phone Number Email

Address City State and Zip Code

Signature

ARCHITECT OF RECORD

Name Phone Number Email

Address City State and Zip Code

Signature

TO ALL APPLICANTS:

Employees of the City of Glendora will give every possible assistance to anyone who desires to utilize the remedies provided by the City's zoning ordinance. However, the burden of proof is on the applicant to provide accurate and up-to-date information. Submittal of inaccurate or incomplete information or plans, or failure to comply with the application instructions may result in processing delays and/or denial of my application. There is no guarantee – expressed or implied – that any permit will be granted by whatever agency or individual has authority in the matter. The applicant shall also understand that each matter must be carefully reviewed and investigated and, after a staff review has been made or a public hearing has been held, the staff's recommendation or decision may be contrary to a position taken in any preliminary discussions. City staff is not permitted to assist the applicant or any opponents of the applicant in preparing arguments for or against a request. I have read the foregoing and understand that I HAVE THE BURDEN OF PROOF in the matter arising under the application made by me.

APPLICANT'S SIGNATURE

DATE



CITY OF GLENDORA, COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING APPLICATION – FEE SHEET

Project File No. _____

Applications

<input type="checkbox"/> Animal Conditional Use Permit	\$1,665	<input type="checkbox"/> Recreational Vehicle Administrative Review Permit Appeal	\$200
<input type="checkbox"/> Annexation	*Actual cost	<input type="checkbox"/> Reversion to Acreage	*Actual cost
<input type="checkbox"/> Certificate of Appropriateness / Historic Landmark Review / Resource Review	No fee	<input type="checkbox"/> Sign Variance	\$1,951
<input type="checkbox"/> Certificate of Compliance	\$1,481 + technical review	<input type="checkbox"/> Specific Plan Review	*Actual cost (\$10,000 deposit)
<input type="checkbox"/> Concept Review	\$1,041	<input type="checkbox"/> Tentative Parcel Map/Lot Split (including SB-9)	\$4,006
<input type="checkbox"/> Conditional Use Permit	\$2,425	<input type="checkbox"/> Tentative Tract Map	\$5,286 + \$192 per each land and/or air lot/unit
<input type="checkbox"/> Conditional Use Permit – Minor	\$1,315	<input type="checkbox"/> Time Extension Review	\$1,042
<input type="checkbox"/> Development Agreement	*Actual cost	<input type="checkbox"/> Variance	\$2,224
<input type="checkbox"/> Development Plan Review – Minor Director Review**	\$2,483	<input type="checkbox"/> Zone Change - Map	\$4,000
<input type="checkbox"/> Development Plan Review – Minor Commission Review**	\$3,297	<input type="checkbox"/> Zoning Verification Letter	\$214
<input type="checkbox"/> Development Plan Review – Major***	\$5,000	Environmental (CEQA)	
<input type="checkbox"/> General Plan Amendment - Map	\$4,000	<input type="checkbox"/> Categorical Exemption	\$214
<input type="checkbox"/> General Plan Amendment / Zoning Change - Other	\$15,000	<input type="checkbox"/> Other CEQA	*Actual cost
<input type="checkbox"/> Landscape Plan	\$400	Public Notice	
<input type="checkbox"/> Legal Review	*Actual cost	<input type="checkbox"/> Newspaper \$75 x #___ of meetings (PC and CC) = \$___	\$75 or actual cost
<input type="checkbox"/> Lot Line Adjustment	\$1,554 + technical review	<input type="checkbox"/> Mailing Label Postage (PC) .50 x #___ of labels = \$___	50¢ per mailing label
<input type="checkbox"/> Lot Merger	\$1,554 + technical review	<input type="checkbox"/> Mailing Label Postage (CC) .50 x #___ of labels = \$___	50¢ per mailing label
<input type="checkbox"/> Minor Modification	\$1,422		
<input type="checkbox"/> Modification Review (CUP or Variance)	\$2,067	<input type="checkbox"/> Concept Review Credit (CRC)	-\$1,041
<input type="checkbox"/> Planned Development / Redevelopment	\$10,000	Total Fees (minus any CRC)	

* Actual cost for consultant contract(s) and staff time. Administrative cost for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.

** Development Plan Review—Minor includes: Two-story single-family residence; Grading of one hillside lot; Multi-family of 10 or fewer units; Commercial of 25,000 square feet or less.

*** Development Plan Review—Major includes: Multi-family more than 10 units; Commercial of 25,000 square feet or greater; any application requiring City Council review.

Glendora Planning Division
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