



PLANNING DIVISION

411 Main Street (530) 879-6800
 P.O. Box 3420
 Chico, CA 95927-3420
 www.chicoca.gov

Application No. _____

**APPLICATION FOR
 Preliminary
 Development Review**

Please submit two 11"x17" or smaller and one 18"x24" or larger copy of your site plan drawn to scale to include property lines, building footprints, landscape areas and parking layout. Subdivision submittals should follow the requirements of the City's Subdivision Ordinance.

Applicant Information		
Applicant Name		Daytime Phone
Applicant Street Address		Email
City	State	Zip
Property Owner Name		Daytime Phone
Property Owner Address		Email
City	State	Zip
Engineer/Architect		Daytime Phone
Address		Email
City	State	Zip
Project Information		
Property Address/Location		
Assessor's Parcel No(s)		Parcel Size
Existing Land Use		Building Size
Present Zoning	Present General Plan Designation	
Description of Project		
Please list the specific questions you would like answered (use additional pages if necessary). If your proposal involves modifications to normal standards (e.g. a Planned Development Permit or Subdivision Modification) please provide a basis for the findings required by Sections 19.28.060 and/or 18.44.020 of the Chico Municipal Code.		
For Office Use Only		
Application Received By		Date Received
Assigned Planner		Receipt No,
Meeting Date	Application Fee \$	



NOTE: Providing more detailed and accurate information will enable staff to provide more detailed and helpful comments.

The review process is coordinated by the Planning Division, in order to provide the applicant with preliminary review of a proposed project. Typical projects to be reviewed can include Use Permits, Subdivisions, Architectural Review and non-discretionary projects with are permitted within the zoning district in which they are located. The primary purpose of the review is to identify in advance any potentially significant project issues associated with the proposal prior to formal application.

Applicants are asked to submit a one page application, including accurate site plan of the proposal and pertinent information about the project and location. Applicants are also asked to submit project specific questions in which staff can provide answers to.

Specific emphasis is placed on any off-site or on-site improvements, which may be cost prohibitive to develop the project. Building codes are also examined on a preliminary basis to identify extraordinary structural requirements, occupancy changes and compliance with State Accessibility Standards.

Upon application for preliminary development review, city staff will contact the applicant with a specific meeting date, time and place. Typically meetings are held on Friday mornings in the Engineering Conference Room at 411 Main Street, 2nd Floor. Verbal and written comments will be provided by staff at the meeting.

Applicants are encouraged to contact other responsible agencies such as CalWater, PG&E and AT&T to discuss with them specific project requirements in relationship to your proposal.