



# City of Loma Linda Community Development Department

25541 Barton Road, Loma Linda, CA 92354 ☎ (909)799-2830 📠 (909) 799-2891

## ZONING VERIFICATION APPLICATION

### FOR OFFICE USE ONLY

Date Filed: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Application Fee: \_\_\_\_\_ Project #: \_\_\_\_\_

Type:  Zoning Verification  Rebuild Letter  Misc. (i.e. research)

*A Zoning Verification Letter will state the current zoning, land use designation, and allowable uses on the subject property. If requested, applicable rebuild clauses and nonconforming statuses can be explained. Please note, zoning and ordinances may change at any time. The Verification Letter might not be applicable at the time of development application submittal and any determinations may no longer be in conformance.*

### SECTION I – CONTACT INFORMATION

Applicant's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### SECTION 2 – SITE DETAILS

Property Address: \_\_\_\_\_

Is structure located in:  a single-tenant building/property  a multi-tenant building/center

Assessor's Parcel Number (APN): \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Has the structure been vacant for more than 6 months?  Yes  No  Unknown

Description of Existing or Proposed Use (if applicable): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Questions and Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### SECTION 3 – APPLICANT'S SIGNATURE

#### **PLEASE READ BEFORE CERTIFYING**

- 1) THIS IS NOT AN APPROVAL TO OCCUPY A STRUCTURE and does not imply that the site/building complies with City Code requirements nor does it relieve the business/property owner from any other applicable City requirements or external agency permits.

- 2) A Development Permit or Conditional Use Permit may be required to establish the proposed use. If so, improvements or conditions may be required of the property and must be installed, completed, or met prior to establishing the business.
- 3) A Certificate of Occupancy will be required to occupy the building if the building has been vacant more than six (6) months or if there is a change of occupancy based on the Uniform Building Code.
- 4) If a Code Compliance case or violation exists, it must be closed prior to the establishment of any use. It is the responsibility of the Business Representative/Owner to contact the Code Compliance Division (Name and address for the City of Loma Linda) to identify and resolve any outstanding code enforcement actions.

CERTIFICATION: I hereby certify, under penalty of perjury that I have read and understand statements 1,2,3, & 4 listed above and further certify that the information filled in above is correct. I agree to comply with all applicable State and City laws pertaining to business operations and Building, Fire, and Development Code requirements. In addition, I certify that I am the property owner or authorized by the property owner as the business representative to establish the proposed business at the given address. I acknowledge that in the event the business is established prior to meeting any of the requirements identify below, the business will be immediately closed and all associated costs will be assessed to the business owner.

<b>Print Name (Applicant)</b>	<b>Signature</b>	<b>Date</b>
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