



City of Loma Linda Community Development Department

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

PRELIMINARY DEVELOPMENT REVIEW APPLICATION

FOR OFFICE USE ONLY

Date Filed: _____ Receipt #: _____

Application Fee: \$2,820 (2016 Fee, 50% credited against future fees if project is formally submitted)*

Project #: _____ *plus costs as applicable

This is a voluntary, fee-based service that is intended to provide information and initial feedback on a conceptual project prior to formal application submittal. Staff will circulate the application and plans to city departments for review. Upon completion of the review (est. 14 days), staff will schedule a meeting with the applicant. A written summary of comments will be provided to confirm the project's consistency with city policies and regulations.

SECTION I – CONTACT INFORMATION

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Representative's/Architect's Name: _____

Phone: _____ Email: _____

SECTION 2 – PROPOSED PROJECT DETAILS

Project Location: _____

Assessor's Parcel Number (APN): _____ - _____ - _____ Current Use: _____

Brief Description of Project: _____

List specific questions you would like answered (use additional sheets if necessary): _____

SECTION 3 – SUPPLEMENTAL REQUIREMENTS

Site Plan: Provide a site plan drawn to scale of the proposed project delineating the lot, the location and square footage of proposed and existing structures, setback dimensions, street name frontage, parking circulation, driveway, landscaped areas, etc. Include location address, APN, north arrow and a brief project description.

▶ Provide 10 copies of plans (11"x17" or 24"x36") and an electronic copy (pdf) of all plans.

Project Description: Describe conceptual project, the prior use of site, include information on operating characteristics, describe any proposed public improvements, existing city services on site, proposed signage, fireflow information, etc. Include specific issues or questions you would like staff to address. The more information you provide, the better staff can provide comments and recommendations.

Photos, floor plans, building elevations, and landscape plans are not required, but encouraged.
