



La Mirada
Community Development Department
13700 La Mirada Boulevard
La Mirada, CA 90638
(562) 943-0131 Fax (562) 943-3666

F o r S t a f f U s e		
File Date	_____	<input type="checkbox"/> 3 Site Plans/Floor Plans
Fee	_____	<input type="checkbox"/> 3 Elevations
By	_____	<input type="checkbox"/> Property Owner Permission
		<input type="checkbox"/> Association Approval

SITE PLAN/ELEVATION REVIEW APPLICATION

GENERAL INFORMATION	LOCATION OF PROJECT (ADDRESS)	ASSESSOR'S PARCEL NUMBER (S)	ZONING / GEN PLAN DESIGNATION
	APPLICANT NAME (PLEASE PRINT)	BUSINESS PHONE	HOME PHONE
	APPLICANT ADDRESS (NUMBER / STREET)	MOBILE PHONE	E-MAIL
	CITY	STATE	ZIP
	APPLICANT REPRESENTATIVE	BUSINESS PHONE	MOBILE PHONE
	APPLICANT REPRESENTATIVE ADDRESS (NUMBER / STREET)	FAX NUMBER	E-MAIL
	CITY	STATE	ZIP
	PROPERTY OWNER NAME (PLEASE PRINT)	BUSINESS PHONE	HOME PHONE
	PROPERTY OWNER ADDRESS (NUMBER / STREET)	MOBILE PHONE	E-MAIL
	CITY	STATE	ZIP

PROJECT DATA	PROPOSED PROJECT DESCRIPTION
	DOES THE PROPERTY HAVE DEED RESTRICTIONS AFFECTING THE USE THEREOF, IF SO DESCRIBE:
	DOES THE PROPERTY HAVE RECORDED EASEMENTS AFFECTING THE USE THEREOF, IF SO DESCRIBE:
	DOES THE PROPERTY HAVE RECORDED ACCESS AGREEMENTS AFFECTING THE USE THEREOF, IF SO ATTACH:

CERTIFICATE AND AFFIDAVIT OF APPLICANT: I certify that all statements made on this application and attached plans are true and complete to the best of my knowledge. I understand that any false statements may result in denial of the requested permit or revocation of any issued permit. I further certify that I am, or have permission by, the property owner to conduct the proposed development applied for herein.

 APPLICANT SIGNATURE

 DATE

SITE PLAN/ELEVATION REVIEW INSTRUCTIONS

A Site Plan/Elevation Review is required to ensure that development proposals respect the physical and environmental characteristics of the site on which they are located, are compatible with and complement surrounding properties, and meet all requirements of this title and any other applicable provisions of the Municipal Code.

A Site Plan/Elevation Review shall be required for all new construction in all zoning districts, including any proposed additions to or modifications of existing structures and development, with the exception of the construction of new single-family residences and additions to single-family residences where the FAR exceeds the maximum FAR permitted by right. The Construction of New single-family residences and additions that exceed the maximum FAR permitted by right shall be subject to the review and approval of a Certificate of Compatibility.

Please complete the Site Plan/Elevation Review application and submit the plans to the Community Development Department. All plans must be submitted on sheets no less than 11 ½" x 17" in size. Plans must be legibly drawn in ink, showing dimensions of all structures on the property and the distance of these structures from all property lines.

REVIEW PROCESS

1. Discuss the contemplated Site Plan/Elevation Plan with staff to determine development standards applicable to the property.*
 2. Prepare a site plan, floor plan and elevation.
 3. Complete a Site Plan/Elevation Review Application.
 4. Submit site, floor and elevation plans with the application to the homeowner association for review and approval. (When Applicable)
 5. Submit completed application; three (3) sets of site, floor and elevation plans; and homeowner association's approval to the Community Development Department.
 6. Staff will visit the property within 15 days of receiving a completed application, the Community Development Director or designee shall review the application for compliance with the provision of the Zoning Ordinance and shall prepare and mail to the applicant a Site Plan/Elevation Review letter specifying any required modifications. The applicant shall be provided 14 calendar days to make the required modifications and to provide revised materials
7. The applicant will be sent a determination letter within 15 days of receiving revised materials, The Community Development Director shall act to approve the application, to approve the application subject to conditions and modifications, or deny the application.
 8. The applicant may appeal the Director's decision to the Planning Commission within ten (10) calendar days of the Director's determination.

to the Community Development Director for subsequent review.

SITE PLAN FLOOR AND ELEVATION PLANS TO INCLUDE

1. Identification of all property lines and fencing.
2. Full-scaled dimensions of existing structures on the parcel/lot.
3. Exact location and dimensions of all existing and proposed structures on the parcel/lot.
4. Provide color and materials for any proposed fencing or walls.
5. Photographs of the property.

** A review of Title 21 of the City's Municipal Code is Recommended prior to submittal*