Print Form

City of El Segundo

Planning and Building Safety Dept.
350 Main Street
El Segundo, CA 90245
(310)524-2380; FAX (310)322-4167
www.elsegundo.org

PLANNING APPLICATION

Date:

- ☐ Environmental Assessment
- ☐ Adjustment
- ☐ Administrative Adjustment
- ☐ Administrative Determination
- ☐ Administrative Use Permit
- ☐ Coastal Development Permit
- ☐ Conditional Use Permit
- ☐ Development Agreement
- ☐ Downtown Design Review
- ☐ General Plan Amendment
- ☐ Lot Line Adjustment
- ☐ Off-Site Parking Covenant
- ☐ Parking Demand Study
- ☐ Precise Plan Amendment
- ☐ Preliminary Review
- ☐ Smoky Hollow Site Plan
- ☐ Specific Plan
- ☐ Subdivision
- ☐ Variance
- ☐ Wireless Communications Facilities Permit (Major)
- ☐ Wireless Communications Facilities Permit (Minor)
- ☐ Zone Text Amendment
- ☐ Zone Change
- ☐ Other:

Project address:

Applicant:

Name (print or type) | Phone | Fax
Address | Email
City/St/Zip | Signature

Property Owner:

Name (print or type) | Phone | Fax
Address | Email
City/St/Zip | Signature

Representative of applicant: (i.e., agent, architect, attorney, engineer, expeditor, etc.)

Name (print or type) | Phone | Fax
Address | Email
City/St/Zip | Signature

Legal description:

(Exact legal description. Provide attachment, if necessary).

Zoning Designation:

General Plan Land Use Designation:

El Segundo Municipal Code Section(s) Relating to Request:

Project Description (Attach a detailed written description of the project/request and respond to the questions on the attached application handout)**:**

Findings Justification Statement (Attach a separate page and address in detail the required findings for the subject application(s))**:**

Note: An appointment is required for all application submittals. Contact the Planning Division at (310) 524-2344 in advance to schedule an appointment with a Planner.

For Staff Use Only

Date Received:

Planner: (print name)

Signature:

EA No.:

Case Nos.:

Fees Paid:

NOTES: **1. Complete the owner and applicant/representative affidavits and owner authorization below.**
2. Separate Affidavits must be submitted if there are multiple owners.
3. All of the signatures must be notarized before a Notary Public. The Notary Public must clearly identify the party involved (the owner, applicant, representative, etc.) and the type of document being notarized.

OWNER'S AFFIDAVIT

I/We, _____ being duly sworn depose and say that I/we am/are the **OWNER** of the property involved in this application and that I/we have familiarized myself (ourselves) with the rules and regulations of the City of El Segundo with respect to preparing and filing this application and that the foregoing statements herein contained and the information documents and all plans attached hereto are in all respects true and correct to the best of my/our knowledge and belief.

_____ Signature

_____ Date

OWNER'S AUTHORIZATION

I/We hereby authorize _____ to act for me/us in all matters relevant to this application. I understand that this person will be the exclusive contact on the project and will be sent all information and correspondence.

_____ Owner's Signature

_____ Date

APPLICANT/REPRESENTATIVE AFFIDAVIT

I/We _____ being duly sworn depose and say that I/we am/are the **APPLICANT/REPRESENTATIVE** of the property involved in this application and that I/we have familiarized myself/ourselves with the rules and regulation of the City of El Segundo with respect to preparing and filing this application and that the foregoing statements herein contained and the information documents and all plans attached hereto are in all respects true and correct to the best of my/our knowledge and belief.

_____ Signature

_____ Date