



PLANNING DEPARTMENT

Community Development Group

Date Stamp

APPLICATION SUBMITTAL CHECKLIST for General Plan Amendment

Case Number: _____

I acknowledge that the following items required for processing of my application are included as part of the submittal package for this application submitted to the City of Glendale Planning Department. I understand that the application will not be accepted unless all of the following items are included.

- | Required | | |
|-----------------|--------------------------|--|
| Yes | No | |
| 1. | <input type="checkbox"/> | <input type="checkbox"/> Completed Application |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> Service Request (SR) Number: _____ SR |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> Applicant's Signature on Application |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> Project Narrative (16 copies) |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> Citizen Participation Plan (2 copies) |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> Property Owners' and Interested Parties List (including Additional Notification Information) from Citizen Participation packet (2 copies on mailing labels) |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> Copy of Deed/Title (including Legal Description) |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> Existing General Plan Map with Parcel(s) Highlighted |
| 9. | <input type="checkbox"/> | <input type="checkbox"/> Major Map Amendment <input type="checkbox"/> Minor Map Amendment
<input type="checkbox"/> Zoning and General Plan Concurrently |
| | | Filing Fee: \$ _____ + _____ per acre - \$ _____ (team preapp) = \$ _____ |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> FOLD ALL PLANS MARKED WITH AN * TO 9" X 12" |

Signature

Printed Name

Company

Date

If you have questions regarding the items on this checklist, contact your project planner.

Project Planner

Phone

Email Address

