



CITY OF PERRIS

DEVELOPMENT SERVICES DEPARTMENT
PLANNING DIVISION

135 NORTH D STREET, PERRIS, CA 92570-2200
TEL.: (951) 943-5003 FAX: (951) 943-8379

For Office Use Only

Date Submitted _____
Case Number _____
Type of Case _____
Fee Amount _____
Receipt Number _____
Received By _____

MINOR SINGLE FAMILY REVIEW (MSFR) APPLICATION (PLEASE TYPE OR PRINT)

Project Address: _____ Assessor's Parcel #: _____

Tract Map/Parcel Map Number: _____ Lot # _____ Size of Property: _____

Description of Proposed Project: _____

Use of New Construction: _____ Square Footage of New Construction: _____

Proposed Setbacks from Property Line: Front _____ nearest Side _____ Opposite Side _____ Rear _____

Please include samples

Roofing Material _____ Exterior Building Materials _____ Colors _____

Applicant's Name: _____ **Phone Number:** _____
(Notarized letter from building owner/contractor is required when using an agent)

Contact Person _____ Fax Number _____

Mailing Address: _____
STREET CITY STATE ZIP

Property Owner's Name: _____ **Phone Number:** _____

Mailing Address: _____
STREET CITY STATE ZIP

Are you the **CONTRACTOR** or **OWNER/BUILDER** ? (Circle one)

Contractor Name: _____ **Phone Number:** _____

Contact Person _____ Fax Number _____

CA Contractor Lic. # _____ License Type: _____ License Exp.: _____

Mailing Address: _____
STREET CITY STATE ZIP

Worker's Comp. Carrier: _____ Policy #: _____ Ins. Exp. Date: _____

APPLICATION PACKAGE MUST INCLUDE THE FOLLOWING ITEMS:

PLAN SHEETS SHOULD NOT EXCEED 11" X 17"

- (1) 5 copies of scaled or fully dimensioned site plans. These site plans must include a street tree and landscaping in the front yard.
- (2) 5 copies building elevations. (1 shall be *colored and materials* indicated)
- (3) 5 copies floor plans.

The above plans must be assembled in sets (sets are site plans, elevations, and floor plans) and folded to a maximum size of 8 1/2" X 11" per section 19.50.050 paragraph C (2)-Revision block to the outside

- (4) A grant deed or title report (for verification of ownership).
- (5) A copy of the Assessors map page.
- (6-A) Mobile homes brought in from out of state will require a HUD label. The HUD label may be obtained by calling 202/708-6423. The Department of Housing and Community Development has stated that mobile homes built prior to 1974 will not qualify for a HUD label (CERTIFICATION).
- (6-B) Alterations to a mobile home or modular home must first go through the Department of Housing and Community Development at 3737 Main Street, Suite 400, Riverside, CA (951/782-4420)
- (7) Request for verification for Manufactured/Mobile home certification label @WWW.IBTS.ORG
- (8) Photos of surrounding structures and properties, within the general area.

THE SITE PLAN MUST INCLUDE THE FOLLOWING:

- (1) Name, address and telephone number of applicant, owner and engineer.
- (2) Assessors parcel number and legal description.
- (3) Scale of plan.
- (4) North arrow.
- (5) Overall dimensions of the property and location of adjoining lot lines.
- (6) Location and dimensions of existing structures and easements.
- (7) Location of existing water and sewer hook ups and proposed septic tanks, leach lines and seepage pits.
- (8) Setback dimensions.
- (9) A description of walls, landscaping, architectural treatments, and other methods which will be used to ensure expeditious processing and that the proposal will blend in with the surrounding neighborhood.
- (10) A vicinity map.
- (11) Appropriate deposit made payable to the City of Perris.

MINOR SINGLE FAMILY REVIEW APPLICATION

NOTE: Plan review, permits, and inspections are required from the Building Division prior to construction or occupancy of the proposed project.

I hereby acknowledge that if any of the information required above is not presented at the time of application that this may delay the processing of this project.

Certification: I hereby certify that I understand the information and requirements referenced in this application and that the information furnished above and in any attached exhibits is true and correct.

Applicant's Signature

Date

Property Owner's signature

Date

Applicant's Printed Name

Property Owner's Printed Name

When owner & applicant are different, with the exception of licensed contractors, notarization shall be required.

PROPERTY OWNER(S) AUTHORIZATION FORM

AUTHORIZATION FOR AGENT TO ACT ON BEHALF OF LEGAL PROPERTY OWNER
I/We, the owner(s) of the subject property, do hereby authorize _____
to act in my/our behalf on matters pertaining to Residential Minor Development Review Permit

Dated this _____ day of _____, 20____.

Signature(s) of Legal Owner(s)

State of California)
County of Riverside)

On this _____ day of _____, 19____, before me _____
a Notary Public, personally appeared _____ known to me to be the person(s) whose
name(s) are/is subscribed to the within instrument and acknowledged that he/she/they executed the
same.

Witness my hand and Official Seal
Signature _____
Name (printed) _____

NOTE: If the property is a part of a corporation a list of authorized corporate officers must be provided.

