



# CITY OF PERRIS

DEVELOPMENT SERVICES DEPARTMENT  
PLANNING DIVISION  
135 N. 'D' STREET, PERRIS, CA 92570-2200  
TEL: (951) 943-5003  
EMAIL: DSPLANNING@CITYOFPERRIS.ORG

FOR OFFICE USE ONLY

DATE SUBMITTED: _____
RECEIVED BY: _____
CASE NO. _____

## MINOR SINGLE-FAMILY REVIEW APPLICATION

**Applicant/Contact:** \_\_\_\_\_ Phone: \_\_\_\_\_  
Last First

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City State Zip

**Owner:** \_\_\_\_\_ Phone: \_\_\_\_\_  
Last First

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City State Zip

**Architect/Engineer:** \_\_\_\_\_ Phone: \_\_\_\_\_  
Last First

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City State Zip

**General Location/Site Address:** \_\_\_\_\_

**Assessor's Parcel No(s):** \_\_\_\_\_

**Project Description:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MINOR SINGLE-FAMILY REVIEW APPLICATION REQUIREMENTS**

The following requirements **MUST** be submitted.

1. **Fee of \$100.00 plus \$8.45 for data processing fee.**
2. **A Grant Deed or Title Report (to verify ownership).**
3. **The owner authorizing an agent to act on their behalf must file with the City. The attached authorization form must be notarized.**
4. **One (1) complete set of plans with the associated details (see below). The Plans must be no larger than 24" x 36" and folded to 8 1/2" x 11". Resubmittals also require one complete set.**
  - a. Scaled and fully dimensioned site plan including the following:
    - o Include a street tree and landscaping in the front yard.
    - o Assessor’s parcel number and legal description
    - o Scale and North Arrow
    - o Overall dimensions of the property and location of adjoining lot lines
    - o Location and dimensions of existing structures and easements. Location of existing water and sewer hook ups and proposed septic tanks, leach lines and seepage pits.
    - o Setback dimensions
    - o 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.
    - o Vicinity map.
  - b. Building elevations. Specify colors and materials.
  - c. Floor plan
  - d. A Conceptual Grading Plan clearly showing the property boundary with bearings and distances.
5. **Photos of surrounding structures and properties within the general area**
6. **A DIGITAL COPY OF THE PLANS VIA USB.**

**MANUFACTURED HOME REQUIREMENTS:**

Request for verification for Manufactured/Mobile Home certification label @WWW.IBTS.ORG.

1. **(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).**
2. **(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)**
3. **Must be newer than 1976 and compatible with the existing neighborhood materials and design.**

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

Note: Plan review, permits, and inspections are required from the Building Division prior to construction or occupancy of the proposed project. Additional items may be required after review.



**HAZARDOUS WASTE SITE CERTIFICATION (MUST BE FILLED IN)**

(Required pursuant to Section 659652.5 (f) of the California Government Code) Please see hazardous waste list at <http://www.envirostor.dtsc.ca.gov/public/>.

The applicant/owner hereby certifies that they have consulted the list of hazardous waste sites for the City of Perris, dated \_\_\_\_\_ (*must be filled in*), and the project **is/is not** (*circle one*) located on a site included on the list of hazardous waste sites for the City of Perris.

**Air Quality/Hazardous Materials Certification:** (Required pursuant to Section 65850.2 of the California Government Code)

1. The applicant/owner hereby certifies that the project **will/will not** (*circle one*) need to comply with the requirements for a permit for construction or modification from the South Coast Air Quality Management District, 21865 E. Copley Drive, Diamond Bar, CA 91765-4182, (909) 396-2000.
2. The applicant/owner hereby certifies that the project **will/will not** (*circle one*) have more than a threshold quantity of a regulated substance or will contain a source or modified source of hazardous air emissions. Please attach a list of any regulated substances and quantities anticipated, if applicable. (Note: Any quantity of hazardous waste or handling or storage of any quantity of acutely hazardous materials requires filing of a Management Plan and a permit from County Environmental health Services. A Management Plan and permit is also required for other hazardous materials if more than the threshold quantities are present, which are typically either 55 gallons of liquid, 200 cubic feet of pressurized gases, or a weight of 500 pounds.) (951)766-6524HazMat.
3. Describe any use, storage, or discharge of hazardous and/or toxic materials in the known history of this property. Please list the materials and dates, if known. (**Attach response if appropriate**)
4. The project **is/is not** (*circle one*) located within one-quarter (1/4) mile of a school.

**NOTE:** Plan review, permits, and inspections are also required from the Building Division prior to any construction or occupancy of the proposed project. The applicant/owner shall comply with all requirements of the Perris Municipal Code in construction and use of the proposed project.

**Processing Costs:** The City operates on the basis of full cost recovery for the processing of planning projects. Deposits made at the time of application are projected to be sufficient for the processing of most applications; however, additional deposits may be required to cover the projected costs for review of projects. If at any time deposits are insufficient to cover projected costs, processing of the project will be stopped until sufficient additional funds are deposited with the City. Lack of sufficient funds on deposit will suspend any required processing time frames.

**Certification:** I hereby certify that I understand the deposits for processing costs, information, and requirements referenced in this application and that the information furnished above and in any attached exhibits is true and correct. The property owner further certifies that they are the legal owner of the property and consent to the application.

\_\_\_\_\_  
Applicant’s Signature      Date

\_\_\_\_\_  
Property Owner’s Signature      Date

\_\_\_\_\_  
Applicant’s Printed Name

\_\_\_\_\_  
Property Owner’s Printed Name