

# ADMINISTRATIVE REVIEW PERMIT

CITY OF WATSONVILLE – *Community Development Department*

250 Main Street

Watsonville, CA 95076

(831) 768-3050 (831) 728-6154 fax



FEE: \_\_\_\_\_

## **GENERAL INFORMATION**

APPLICANT NAME \_\_\_\_\_ PHONE \_\_\_\_\_

APPLICANT ADDRESS \_\_\_\_\_

APPLICANT EMAIL \_\_\_\_\_

OWNER NAME \_\_\_\_\_ PHONE \_\_\_\_\_

OWNER ADDRESS \_\_\_\_\_

## **PROJECT INFORMATION**

PROJECT DESCRIPTION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **PLEASE PROVIDE THE FOLLOWING (SEE REVERSE):**

- Site Plan, 8.5" X 11", showing all dimensions between structures, property lines, parking area, etc.
- Floor Plan, 8.5" X 11", indicating proposed and existing rooms, offices, walls, windows, etc.

#### **FLOOR AREA**

EXISTING AREA (sq. ft.) \_\_\_\_\_

PROPOSED ADDITION (sq. ft.) \_\_\_\_\_

CURRENT # OF BEDROOMS \_\_\_\_\_

#### **ARE YOU PROPOSING CHANGES TO THE BUILDING?**

ADDING BEDROOMS?  Yes  No

IF YES, HOW MANY? \_\_\_\_\_

#### **PARKING**

OFF STREET SPACES REQ'D: \_\_\_\_\_

INTERIOR REMODEL  Yes  No

EXTERIOR REMODEL  Yes  No

## **DECLARATION**

I hereby declare under penalty of perjury that the information contained in this application is true and accurate to the best of my knowledge, that I agreed to complete the above described project in strict compliance with city zoning regulations, and that this application is being submitted with the consent of the subject property owner. I understand that I must obtain a building permit for any work that I do on the structure that I intend to occupy.

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Date

## **STAFF USE ONLY**

*Upon completion to conform to this application, the proposed project may be issued a building permit. This project will comply with the provisions of Chapter 14 of the Watsonville Municipal Code with no significant environmental effect.*

APN \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_ CONFORMING LOT/STRUCTURE? (Y/N) \_\_\_\_\_

DATE APPROVED \_\_\_\_\_ STAFF SIGNATURE \_\_\_\_\_

DATE DENIED \_\_\_\_\_ BY \_\_\_\_\_

REASON FOR DENIAL \_\_\_\_\_

PERMIT NO. \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_ DATE PAID: \_\_\_\_\_ RCVD BY: \_\_\_\_\_

**SITE/FLOOR PLAN**

A large, empty grid area for drawing a site or floor plan. The grid consists of small squares and occupies most of the page's vertical space.

- Did you include:
- Floor Area (sq. ft.)
  - Property Lines & Setbacks
  - Existing & New Bedrooms/Offices
  - Parking/Access
  - Doors & Windows
  - Any other changes?