



# City of Oroville

Planning Division - Community Development Department

1735 Montgomery Street  
 Oroville, CA 95965-4897  
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[www.cityoforoville.org](http://www.cityoforoville.org)

TRAKIT#:

## DEVELOPMENT REVIEW / PRE-APPLICATION

(Please print clearly and fill in all that apply)

REQUIRED FOR A COMPLETE APPLICATION			
Completed and signed Application Forms			
Application Fee Paid (\$525) + 6% Tech Fee = \$556.50			
**The Development Review Committee (DRC) will meet at least once per month, or as needed.			
• Are you requesting a Pre-Application (Initial Project Review)?			
• Are you requesting a Development Review?			
• Is the Project in the Downtown Historic Overlay?			
TYPE OF PROJECT (Please check all that apply)			
Accessory Structure		New Construction	
Fencing		New Use of Existing Structure(s)	
Landmark Demolition		Parking	
Landmark Modification		Planned Unit Development	
Landscaping		Sign Program	
Other: (Please Specify)			
REQUIRED DOCUMENTS (Please provide all that apply)			
Site Plans			
Architectural drawings showing proposed building elevations			
Landscape plans showing the types, sizes and location of vegetation to be planted and the irrigation system to be installed			
Plans for the configuration and layout of all off-street parking spaces			
Plans for all lighting to be installed on the site, including the location, type, height and brightness of each lighting fixture			
Drawings of all signs that are proposed in association with the project			
Any appropriate studies required for the project (i.e. traffic, noise, geotechnical, sewer capacity, historical review, etc.)			
Project description, and explanation of what is being proposed. Including a description of the intended use, for commercial and projects, hours of operations, number of employees, and a description of daily operation, services offered, products manufactured and sold.			
ADDITIONAL INFORMATION			
1. For any project that requires development review, buildings permits shall not be issued until the project's development review application has been approved.			
2. Buildings plans submitted to the Building Division for review while simultaneously undergoing the development review process with the Planning Division are subject to change.			
3. All plans and drawings shall be drawn to scale to the extent feasible and shall indicate the full dimensions, contours and other topographic features and information necessary to make a full evaluation of the project.			
APPLICANT'S SIGNATURE			
I hereby certify that the information provided in this application is, to my knowledge, true and correct.			
Signature:		Date:	
OFFICE USE ONLY			
Approved By:		Date:	
Payment:		Number:	
PROJECT DESCRIPTION			

Detailed Description:

The Community Development Department operates on a full cost recovery for processing of permits. Staff will charge their time and any expenses associated with processing the application against the initial deposit. Fees that have been captured for the reimbursement of City expenses are non-refundable.  
Technology cost recovery fees are non-refundable