



City of Santa Clarita  
Community Development  
Planning Division  
23920 Valencia Boulevard, Suite 140  
Santa Clarita, CA 91355

Official Use Only

Master Case No. \_\_\_\_\_

One Stop \_\_\_\_\_

Submittal Date \_\_\_\_\_

# One Stop Review Application

## Preliminary Plan Review

Project Location (address or vicinity): \_\_\_\_\_

Assessor's Parcel Number (APN): \_\_\_\_\_

**Primary Point of Contact/Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Description:

---

---

---

---

---

---

---

---

---

---

Note: Please submit three printed copies and a digital copy of a preliminary site plan with this application form. Digital files can be provided directly to [planning@santa-clarita.com](mailto:planning@santa-clarita.com). **ALL PRINTED SITE PLANS MUST BE FOLDED.** Pre-application conferences are held on Thursdays. Staff will review the project and schedule the meeting within four to six weeks of your submittal.

Upon formal submittal of a proposal reviewed under the One Stop application, the application fee paid for the One Stop review shall be credited towards the formal submittal application fee. Be advised that, should the amount of the One Stop fee exceed the amount of the formal entitlement fees at the time of submittal, the difference will not be refunded.

In order to obtain comments from the Los Angeles County Fire Department, the applicant may be required to separately submit this project electronically through EPIC-LA, and there may be additional fees at that time.