



Town of Chino Valley
Development Services
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PRE-APPLICATION MEETING CHECKLIST

SUBMIT FOR ALL CONDITIONAL USE PERMITS, PLANNED AREA DEVELOPMENTS, SITE PLAN REVIEW, SPECIAL USE PERMITS, SUBDIVISIONS, VARIANCE REQUESTS, AND ZONING MAP CHANGES. NON-RESIDENTIAL AND MULTI-FAMILY DEVELOPMENTS

- Completed Application
- Site Plan Showing the following:
 - Scale and North Arrow
 - Existing and Proposed Building Size, Location, Setback, etc.
 - Lot Dimensions
 - Ingress/Egress Location
 - Current onsite water flow/drainage
 - Current Zoning, Address & Parcel Number
 - General Location with Cross Streets
 - Off-street Parking
- Project location map and layout/site plan (drawn to scale (1 inch = 20 feet))
- Project/Proposal Narrative.
- IF APPLICABLE – attachments showing the information listed below:
 - Elevations
 - General Landscaping
 - Refuse/dumpster location
 - Sign location
 - Topo elevations
 - Site Grading
 - Easements (existing or proposed)
 - Location of existing utilities
 - FEMA floodplain information
 - Fences/walls, including retaining walls
 - Dimensioned floor plan

Pre-Application Comments:

A set of comments will be provided at the meeting based on the submittal. These will be subject to change based on any new information provided in the meeting.

Next Step:

Site Plan review is required for the following:

- New Construction
- Exterior Site and Structure Alterations
- Signs
- Subdivision Plan