



Department of Environmental Services  
**GENERAL PLAN AMENDMENT  
PRESCREENING APPLICATION**

LOCATION & MAILING ADDRESS: 2929 Tapo Canyon Road, Simi Valley, CA 93063

FOR STAFF USE ONLY	WBS No. _____	Application No. _____
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Applicants: If you have any questions regarding this application or required materials, please call the Department of Environmental Services/Planning Division at (805) 583-6769.

**APPLICANT INFORMATION**

(Please print or type)

NAME OF APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

NAME OF ALL PROPERTY OWNER(S) \_\_\_\_\_

(Attach additional sheets to include the names, addresses, and phone number of all property owners)

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

NAME OF OTHER PERSON TO BE NOTIFIED \_\_\_\_\_

(Attach additional sheets to include all consultants involved with this project)

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

**SITE INFORMATION**

PROPERTY ADDRESS (if applicable) \_\_\_\_\_

\_\_\_\_\_ SIDE OF \_\_\_\_\_  
(N/E/S/W) (Street/Avenue, etc.)

\_\_\_\_\_ FEET \_\_\_\_\_ OF \_\_\_\_\_  
(N/E/S/W) (Street/Avenue, etc.)

LOT/PARCEL \_\_\_\_\_ OF TRACT \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S) \_\_\_-0-\_\_\_ - \_\_\_-0-\_\_\_ - \_\_\_-0-\_\_\_ - \_\_\_-0-\_\_\_ -

LEGAL DESCRIPTION OF PROPERTY (Attach additional sheets if necessary)

\_\_\_\_\_

SIZE OF THE PROPERTY (Acres or Square Feet) \_\_\_\_\_

**PROJECT INFORMATION**

ZONE DESIGNATION: EXISTING \_\_\_\_\_ PROPOSED \_\_\_\_\_

GENERAL PLAN DESIGNATION: EXISTING \_\_\_\_\_ PROPOSED \_\_\_\_\_

EXISTING USE OF LAND \_\_\_\_\_

BRIEFLY DESCRIBE THE PROJECT AND STATE YOUR REASONS FOR THE REQUEST

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

**ACKNOWLEDGEMENT**

The undersigned is hereby informed, and acknowledges having been so informed, of the following:

1. All City-issued permits and approvals are issued pursuant to the authority and subject to the requirements contained in Federal, State, County, Special District, and City codes, and in accordance with written policies and procedures adopted by the City Council, and subject to specific written conditions and exactions applicable to the request;
2. Statements or representations by City Employees concerning the foregoing requests, codes, policies, standards, and procedures are believed to be accurate; however, such accuracy is not guaranteed. Applicants are advised to refer directly to the codes and written policies and procedures applicable to the request. It is expressly understood that the decision-making body(ies) are not bound by staff recommendations but that they may exercise their sole and full discretion concerning the request;
3. Conditions imposed upon development approvals do not constitute contractual consideration, but are imposed by the City for the sole purpose of ensuring compliance with all applicable standards and for the protection and promotion of the public health, safety, and welfare.

**CERTIFICATION**

An application may be filed only by all of the owner(s) of the property or by a person authorized by the property owner(s).

I/we \_\_\_\_\_ hereby certify, under penalty of perjury, that I am the property owner(s) or am authorized by the property owner(s) to submit this application. I/we further certify that this application has been prepared in compliance with the requirements of the Simi Valley Municipal Code, that the materials are being submitted as a formal application for the requests noted on this application, and that the statements and information above referred to are, to the best of my/our knowledge and belief, in all respects true and correct.

Signature \_\_\_\_\_ Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Signature \_\_\_\_\_ Name \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(Attach additional sheets if necessary)

**All applications must have all signature(s) notarized by a Commissioned Notary Public.**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Ventura

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Place of Notary Seal Above

\_\_\_\_\_  
Signature of Notary Public

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(FOR STAFF USE ONLY)

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

## SUBMITTAL REQUIREMENTS

- One copy of the Prescreening Application;
- Twenty copies of a map (drawn to scale) depicting the subject property, the location and acreage of all proposed land use designations (or other amendments to the General Plan), and adjoining parcels and public improvements (streets, utilities, and flood control channels) within 100 feet of the site. Fold all plans to a maximum of 8½" x 14" size.
- One copy of the above-described map reduced to 8½" x 11" size.
- One copy of a slope analysis map and statistical summary prepared in conformance with the Simi Valley Hillside Performance Standards, if any parcel or portion of a parcel is subject to the City's Hillside Performance Standards (SVMC 9-32.010 et seq.).
- One copy of the current attendance and capacity figures for the elementary, intermediate, and high schools that would serve the project, if it will expand residential development.
- One copy of the Assessor's Parcel Map(s) outlining the subject property and all properties within 500 feet of the property and two sets of property owner and occupant labels. Refer to the Guidelines for the Preparation of Property Owner Lists for more information on this requirement.
- Three copies of an "Economic and Cost/Benefit Analysis" prepared to City requirements if the Pre-screening request is to change Industrial/Business Park to Commercial or Residential of any density.
- Two compact discs (CDs) of all of the above submittal requirements.
- Fees as specified in the most recent version of the Simi Valley "Summary of Service Fees." Make check payable to the "City of Simi Valley."

Following submittal of the application, a public hearing notice sign must be posted at the project site. Please refer to the Guidelines for Project Site Sign Posting for more information on this requirement.