



City of  
**HUNTINGTON PARK** california  
COMMUNITY DEVELOPMENT DEPARTMENT

6550 MILES AVENUE  
HUNTINGTON PARK, CA 90255  
TEL: (323) 584-6210 FAX: (323) 584-6244

## **PRELIMINARY REVIEW APPLICATION**

### **A. Preliminary Review**

The Preliminary Review process is intended to provide potential applicants with informal feedback prior to application submittal. A Preliminary Review is not a prerequisite to formal application submittal and is not intended to substitute or supersede the entitlement process. The Preliminary Review notifies the applicant, in advance, of the requirements of the Planning Division and other City Departments along with recommendations to the Planning Commission.

This review may not include recommendations and requirements from outside agencies (e.g., LA County Fire Department). Staff recommends the applicant contact such agencies directly to obtain their comments.

### **B. Preliminary Review Submittal Items**

1. Preliminary Review Application
2. Three (3) sets of plans. All plans should be submitted on 24" x 36" paper and folded to 8 1/2" x 11".  
Set of plans shall include the following:
  - A. Site Plan
  - B. Floor Plan
  - C. Elevations
3. One (1) CD Rom or USB drive containing all files in digital PDF and/or JPEG formats.
4. Digital photograph copies of site and adjacent properties (i.e. CD Rom or USB drive).

### **C. Fees:**

- A. \$ 930.00 for Preliminary Review (1<sup>st</sup> and 2<sup>nd</sup> round of review)
- B. \$ 333.00 (Each additional review)

For further information, please contact the Planning Division by calling (323) 584-6210 or emailing [Planning@hpcagov](mailto:Planning@hpcagov), between 7:00 a.m. and 5:30 p.m., Monday through Thursday.



## CITY OF HUNTINGTON PARK

Community Development Dept. • Planning Division  
6550 Miles Avenue, Huntington Park, CA 90255  
Tel. (323) 584-6210 • [planning@hPCA.gov](mailto:planning@hPCA.gov)

# PRELIMINARY REVIEW APPLICATION

**FOR OFFICE USE ONLY**

Date Filed: \_\_\_\_\_ File No.: \_\_\_\_\_ Fee/Receipt No.: **\$930.00** Initials: \_\_\_\_\_

**PROJECT ADDRESS OR GENERAL LOCATION:** \_\_\_\_\_

**ZONING DESIGNATION:** \_\_\_\_\_

**ASSOC. PARCEL NUMBER:** \_\_\_\_\_

## APPLICANT'S INFORMATION

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

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

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY OWNER'S INFORMATION

Property Owner: \_\_\_\_\_

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

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_ Email: \_\_\_\_\_

**REQUESTING PRELIMINARY REVIEW FOR (check all that apply):**

Conditional Use Permit  Development Permit  Variance

Other (Describe): \_\_\_\_\_

In detail describe the proposed use and/or proposed development (*attached additional sheets if necessary*):

**CERTIFICATE AND AFFIDAVIT OF APPLICANT:** I/We certify that all statements made on this application are true and complete to the best of my knowledge. I/We understand that any false statements may result in denial of the requested permit or revocation of any issued permit. **I/We further certify that I am, or have permission by, the property owner to conduct the proposed development applied for herein.**

**Signature of Applicant**

Date