EZOP Planning Checklist
PRE-APPLICATION DEVELOPMENT REVIEW
Information Sheet

GENERAL INFORMATION

Prior to the formal submission of an application and prior to the applicant spending time and resources preparing detailed plans and technical studies, the applicant can use the Pre-Application Development Review process to have County staff answer specific questions or to provide general input and observations regarding the project. This is a process that is optional on behalf of the applicant.

This process will not result in approval of a project nor will it generate "conditions of approval". Along with a completed Land Use Application, the applicant will submit a letter specifically indicating what input the applicant wants from County staff. Depending on the information provided and review requested, County staff will involve the appropriate County Departments and Agencies.

Meetings are held weekly in the San Bernardino office on Wednesdays starting at 1:30p.m., and are allotted 30 minutes each. Accommodations can be made to remote from the Hesperia office; talk to your planner if this is an option you would like to explore.

FEES

No Cost – subject to change.

PROCEDURES

A planner will contact you to schedule the meeting; this will be done within two weeks of the submittal of a complete application.

SUBMITTAL MATERIALS CHECKLIST

☐ 1. Letter of Intent – shall include a detailed description of the proposed project. Please be as descriptive as possible, this will allow us to provide you more information. Useful handouts can be found at https://lus.sbcounty.gov/planning-home/handouts/

☐ 2. Site/Plot Plan – at a *minimum* shall include the following:

- Location and uses of all proposed and existing buildings *AND* include dimensions
- Parking/Loading Spaces
- Property boundaries
- Protected Plants and Trees
- Streets/roads (label and dimensions)
- Scale size of plan