



# EZOP Planning Checklist PROFESSIONAL CONSULTATION Information Sheet

## GENERAL INFORMATION

This application is intended to request a rebuild letter, a meeting, or research.

This request relates to a:

### **REBUILD LETTER (1 HOUR MINIMUM)**

In order for a Rebuild Letter to be issued, staff will perform research to determine that:

- 1) The residence(s) in question was legally built
- 2) The residential use has continued since that time.

If we are unable to find the applicable permits, the letter cannot be issued. If you would like the letter faxed somewhere or wish to pick it up, please indicate such on the "Questions/Comments" line.

**PLEASE NOTE:** San Bernardino County Development Code Section 84.17.040 (c) requires that in order for a non-conforming use (a use no longer compatible with its current zoning) to be rebuilt if damaged or destroyed, 25% of the value must remain. The remaining value would be determined by a Building and Safety Inspector at the necessary time.

### **MEETING REQUEST (1 HOUR MINIMUM)**

After receipt of this application and fees, a planner will contact you to schedule an appointment.

**PLEASE NOTE:** Any information provided by staff during a consultation is NOT a guarantee of project success or failure as all projects are subject to a comprehensive review of a formal application submittal. Also, policy changes or new ordinances adopted subsequently to this meeting may alter any determination made.

### **MISCELLANEOUS (I.E., RESEARCH)**

Research regarding entitlement for property, including land use and zoning regulations of the Development Code for a specific parcel within a certain timeframe.

## FEES

Professional Consultation .....\$165.00 per hour

## PROCEDURES

1. Complete the Request Type and Request Description on the EZOP application and submit.
2. Planner will review application submittal and notify you of any corrections and/or additional items needed.
3. Planner will perform review of request and proceed accordingly by either drafting the rebuild letter, scheduling a meeting, or performing research.

## SUBMITTAL MATERIALS CHECKLIST

Forms and Guidance Materials can be found at <https://lus.sbcounty.gov/planning-home/handouts/>

- 1. Any documents that support your professional consultation request.