



**CITY OF PALM DESERT**  
**DEPARTMENT OF DEVELOPMENT SERVICES**  
 73510 Fred Waring Drive, Palm Desert, California 92260  
 Phone (760) 776-6483 • [planning@palmdesert.gov](mailto:planning@palmdesert.gov)

## PLANNING APPLICATION

Submit this completed and signed Planning Application Form, along with any applicable Supplemental Information Form and corresponding submittal requirements. The Forms are located on the Planning Division website's Development Application page ([LINK](#)) or by clicking on the applicable link above or below. Filing Instructions documents are also available on that webpage.

### APPLICATION TYPE(S)

ADJUSTMENTS/APEALS		
<input type="checkbox"/>	Adjustment (ADJ)	\$167
<input type="checkbox"/>	Appeal (MISC)	\$276
<input type="checkbox"/>	Variance (VAR)	\$2,924*
DEVELOPMENT / USE PERMIT		
<input type="checkbox"/>	Administrative Use Permit (AUP)	\$345
<input type="checkbox"/>	Conditional Use Permit (CUP)	\$2,894*
<input type="checkbox"/>	Minor Conditional Use Permit (CUP)	\$1,500*
<input type="checkbox"/>	Temporary Use Permit (TUP)	\$87
<input type="checkbox"/>	Temporary Use Permit, Non-profit Organization (TUP)	\$0
<input type="checkbox"/>	Development Agreement (DA)	\$3,004*
<input type="checkbox"/>	Precise Plan (PP)	\$2,894*
<input type="checkbox"/>	Tentative Tract Map (TTM)	\$3,308*
<input type="checkbox"/>	Tentative Parcel Map (TPM)	\$1,203
<input type="checkbox"/>	General Plan Amendment (GPA)	\$2,007
<input type="checkbox"/>	Change of Zone (CZ)	\$2,007*
<input type="checkbox"/>	Combined Applications (PP/CUP/TTM/TPM)	\$4,019*
<input type="checkbox"/>	Combined Applications with GPA/CZ	\$4,943*
<input type="checkbox"/>	Preliminary Water Quality Management Plan (WQMP)	\$3,700
<input type="checkbox"/>	Recreational Vehicle (RV) Permit	\$0
<input type="checkbox"/>	Entertainment Site Plan	\$0
<input type="checkbox"/>	Going Out of Business Sale	\$0

ENVIRONMENTAL REVIEW		
<input type="checkbox"/>	Environmental Assessment (EA)	\$276
<input type="checkbox"/>	Environmental Impact Report (EIR)	Consultant Cost +10%
DESIGN REVIEW		
<input type="checkbox"/>	Residential Tract Homes (MISC)(ARC)	\$531
<input type="checkbox"/>	Commercial Façade Enhancement (MISC)(ARC)	\$531
MISCELLANEOUS		
<input type="checkbox"/>	Single Family Home Exceptions (MISC)	\$226
<input type="checkbox"/>	Landscape Plan (MISC)	\$531
<input type="checkbox"/>	Color Change (MISC)	\$0
SIGNS / AWNINGS		
<input type="checkbox"/>	Banners (SA)	\$35
<input type="checkbox"/>	Signs (SIGN) (OTC)	\$98
<input type="checkbox"/>	Signs/Sign Program/Monument (SA) (ARC)	\$393
OTHER APPLICATIONS		
<input type="checkbox"/>	Zoning Confirmation Letter	\$276
<input type="checkbox"/>	Pre-Application Review	\$0
<input type="checkbox"/>	SB 35 Affordable Housing Application	\$0
<input type="checkbox"/>	SB 330 Pre-Application Review	\$0
CULTURAL RESOURCES		
<input type="checkbox"/>	Historic Landmark/District Designation	\$0
<input type="checkbox"/>	Certificate of Appropriateness	\$0
<input type="checkbox"/>	Mills Act Contract	\$1,318*

\* Trust deposit fees reflect the initial amount of deposit for a given application.

**A. APPLICATION INFORMATION**

Project Name: \_\_\_\_\_

Site Address/Location: \_\_\_\_\_

Tract No. and/or APN: \_\_\_\_\_

Project Description:

**B. APPLICANT CONTACT INFORMATION**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

**C. PROPERTY OWNER INFORMATION**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Please Send Correspondence to (Check One): ☐ Applicant ☐ Property owner

**D. OWNER CERTIFICATION / AUTHORIZED AGENT**

I certify that under the penalty of the laws of the State of California that I am the property owner of the property that is the subject matter of this application, and I am authorizing and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Palm Desert, if any, may result in restrictions, limitations, and construction obligations being imposed on this real property.

Owner/Authorized Agent Signature\*: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

- ☐ Check this box if there are additional persons or entities who have an ownership interest in the subject property or properties that comprise this Application and complete additional property owner sheets.

*\*An authorized agent for the owner must attach a notarized letter of authorization from the legal property owner. Any off-site work identified on the plans must be accompanied by a statement of authorization with a notarized signature of the subject property owner.*

#### E. HAZARDOUS SITE REVIEW STATEMENT

[Government Code Section 65962.5\(f\)](#) requires the applicant for any development project to consult specified state-prepared lists and submit a signed statement to the local agency indicating whether the project is located on an identified site. Under the statute, no application shall be accepted as complete without this signed statement.

I (we) certify that I (we) have investigated this development project with respect to the [Cal EPA's Cortese List Data Resources webpage](#) and that my (our) answers are true and correct to the best of my (our) knowledge. My (Our) investigation has shown that:

- ☐ The project is NOT located on any of the lists compiled pursuant to Section 65962. (e) of the Government Code.
- ☐ The project IS located on one of the lists compiled pursuant to Section 65962. (e) of the Government Code.  
Please specify the list, the date of list, and the property's regulatory identification number:

#### F. APPLICANT CERTIFICATION

I certify that I have read this application packet in its entirety and understand the City's submittal and review process and the requirements for this application. I further certify that each application item submitted as part of this application is consistent with the minimum required contents for that item as described in the submittal checklist. I understand and agree, if during the processing of the application, it is determined the information does not strictly meet such standards or contains errors or omissions, clarification and/or supplemental information may be required and the preparation of such information may be considered, in the Development Services Director's or his/her designee's judgment, an unreasonable delay and will result in a suspension of processing time limits as may apply pursuant to California Government Code Section 65943, California Code of Regulations, Title 14, Section 15109, or other applicable law.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_