



PLANNING AND COMMUNITY SERVICES DEPARTMENT
2 Portuguese Bend Road, Rolling Hills, CA 90274

**PLANNING APPLICATION
OVER THE COUNTER APPROVAL**

PROPERTY OWNER'S NAME

OWNER'S ADDRESS

OWNER'S TELEPHONE & EMAIL

PROPERTY ADDRESS

AGENT'S NAME

AGENT'S ADDRESS

AGENT'S TELEPHONE & EMAIL

DESCRIPTION OF PROPOSED PROJECT

Describe in detail the nature of the proposed project:

Describe the proposed use(s) of the project:

PROPERTY OWNER'S ACKNOWLEDGMENT

I (We) declare that I (We) am (are) familiar with City's rules as they relate to this project and with the submittal and construction requirements.

Incomplete applications will delay the approval process.

I (We) also understand that other than the City, prior to start of construction, approval and building permits are required from the RHCA and Department of Building and Safety and that any modification, change or variation to the approved plans must be reviewed and approved by the agencies listed above prior to commencing such construction.

I (We) declare under penalty of perjury that the foregoing application is true and correct.

By: _____ Date: _____
Property owner

By: _____ Date: _____
Property owner

Address

City