



SITE DEVELOPMENT APPLICATION

Public Services Department, New Development Engineering Division

1666 North Main Street

Walnut Creek, CA 94596

Voice: (925) 943-5839 Fax: (925) 256-3550

http://www.walnut-creek.org/engineering/new_development

For Staff Use Only

Application # _____

Total Deposit Fee _____

Cost Recovery Yes No

Received By _____

APPLICANT: PLEASE PRINT CLEARLY AND FILL IN ALL APPLICABLE SECTIONS

PROJECT NAME: _____

PROJECT SITE ADDRESS: _____

PROJECT DESCRIPTION: _____

CHECK ALL THAT APPLY TO YOUR PROJECT

- Grading and Drainage
- Retaining Walls
- Parking Lot
- Street Improvements
- Landscaping
- Subdivision

Has a Planning Application been filed for this project?

- Yes, Planning Project # _____
- No

APPLICANT CONTACT INFORMATION

NAME: _____

COMPANY: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

PHONE # _____ FAX # _____

EMAIL _____

- OWNER
- ARCHITECT
- ENGINEER
- OTHER _____

BILLING ADDRESS, ID DIFFERENT FROM APPLICANT

NAME: _____

COMPANY: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

PHONE # _____ FAX # _____

EMAIL _____

- OWNER
- ARCHITECT
- ENGINEER
- OTHER _____

PROPERTY OWNER

NAME: _____

COMPANY: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

PHONE # _____

FAX # _____

EMAIL _____

This permit allows for the applicant to grade land and construct site and street improvements on the property described above. All work shall be done in accordance with the Walnut Creek Municipal Code, Standard Plans and Specifications. All construction drawings shall be prepared under the direction of and signed by a registered civil engineer and approved by the City Engineer. Landscape plans shall be signed by a landscape architect and approved by the City. Issuance of this permit is in accordance with Title 9, Chapter 9 of the Walnut Creek Municipal Code.

I understand that charges for staff time spent processing this application will be incurred on an hourly basis per the Council approved fee schedule. Further, I understand that my initial plan check deposit is a retainer and not a fee. A cost estimate will be required as part of the project. Permit fees are based on the estimate. A separate refundable security deposit will also be collected prior to permit issuance.

Applicant Signature: _____ Date: _____

- I am the property owner.
- I am authorized by the property owner to file this application.