



CITY OF PALM DESERT
DEPARTMENT OF DEVELOPMENT SERVICES
 73510 Fred Waring Drive, Palm Desert, California 92260
 Phone (760) 776-6435 • Fax (760) 776-6392 • permitcenter@cityofpalmdesert.org

GENERAL PLAN AMENDMENT APPLICATION

Applicant Name: _____

_____ Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

Property Owner Name: _____

_____ Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

Representative: _____

_____ Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

Please Send Correspondence to (Check One): Applicant Property Owner Representative

Property Address(es): _____

Assessor Parcel No(s): _____

Current General Plan Designation: _____

Proposed Plan Designation: _____

Project Request (Describe the Nature of Approval Requested):

Property Owner Authorization: The undersigned states that they are the owner(s) of the property described and herein give authorization for the filing of the application.

Print Name: _____ **Signature:** _____ **Date:** _____

Applicant/Representative Signature: By signing this application, I certify that the information provided is accurate. I understand that the City might not approve what I am applying for and/or might require conditions of approval.

Print Name: _____ **Signature:** _____ **Date:** _____

OFFICE USE ONLY

Project No: GPA _____

Date Received: _____

Received By: _____

Case Planner: _____

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I. PURPOSE:

The Palm Desert General Plan may be amended in accordance with the California Government Code and procedures described in article 25.78.070 "General Plan Updates" of the Palm Desert Municipal Code (PDMC). Since State legislation provides that any mandatory element of a general plan may be amended no more than three (3) times during any calendar year, all applicants should verify with the Department of Community Development that the proposed amendment complies. State law requires that the amendment(s) be filed 90 days prior to any proposed hearing dates. The Department of Community Development will investigate the request, prepare a report and recommendation, publish a legal notice, and notify the applicant and adjacent property owners of the public hearings.

II. SUBMITTAL REQUIREMENTS:

1. Complete the application, with required signatures.
2. All required plans and exhibits, as described in the application.

III. PROCEDURE: The most expedited way to submit plans is electronically to <http://cpdftp.org/filedrop/PermitCenter> or visit www.pdpermits.com for a direct link. If submitting paper plans, the following must be provided:

1. Submit a complete application and appropriate fee to the Department of Development Services for staff review. Staff will review the application, prepare a staff report and a recommendation, publish a legal notice, and notify the applicant and adjacent property owners of the Planning Commission and City Council public hearings. Staff will not process the application if it is deemed incomplete.
2. Staff will present the proposed General Plan Amendment to the Planning Commission for their recommendation to the City Council. The Planning Commission meetings are held on the 1st and 3rd Tuesday of each month.
3. Staff will present the proposed General Plan Amendment to the City Council for final approval, typically within four to six (4-6) weeks from the Planning Commission recommendation. The City Council meetings are held on the 2nd and 4th Thursday of each month.

IV. SUPPORTING DATA:

1. Legal description of property for which the amendment is requested:

2. General location of the property:

3. Total gross area of site (if more than one designation is requested, give area for each):

4. Existing land use designation: _____

5. Proposed land use designation: _____

6. Existing Zoning: _____

7. The applicant shall submit a typewritten letter explaining the following: 1) The rationale for the amendment; 2) Why the existing General Plan policy is not valid; and 3) Why the requested change is more appropriate.

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OWNER AND/OR OWNER'S AUTHORIZED AGENT AFFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)
CITY OF PALM DESERT)

(I)(We) _____ depose and declare that (I am) (we are) the owner(s) and/or owner's authorized agent of the property (ies) involved in this application. (I) (We) further certify, under penalty of perjury, that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of (my) (our) knowledge and belief.

Date: _____

APPLICANT, PROPERTY OWNER, AND/OR OWNER'S AUTHORIZED AGENT:

Print Name

Signature

Mailing Address

City, State and Zip

Phone Number