



INSTRUCTIONS FOR FILING APPLICATIONS FOR PLANNING PERMIT AND SERVICES

In the Planning Department, you will receive a planning permit application form and an Environmental Information form.

1. Complete the application and the Environmental forms.
2. After the forms are complete, submit all papers to the Planning Department, including two **(2)** full sets of plot plans drawn to scale and twelve **(12)** sets of plot plans reduced to an 8.5"x11" or 11"x17" paper size. The application will be referred to the Maywood Planning Commission, who will set a date for a Public Hearing. The Planning Commission may reject any application that does not supply the necessary information.
3. Your presence is requested at the hearing before the Planning Commission. You will be notified of the hearing date. Following this hearing, the Planning Commission, when applicable, will make recommendation to the City Council, approving or disapproving the application. You should also attend any subsequent meeting of the City Council regarding the issue.
4. The Maywood Planning Commission meets every third Tuesday of the month at 7:00pm at the Maywood City Council Chambers.

5. **Application Fees:**

- Conditional Use Permit. \$411.00
- Extend Non-conforming use. \$411.00
- Intensify Non-conforming use. \$411.00
- Variance \$411.00
- Lot Merger \$206.00
PLUS ENGINEERING CONSULTANT'S COST (Min. deposit of \$250.00)
- Lot Line Adjustment. \$206.00
PLUS ENGINEERING CONSULTANT'S COST (Min. deposit of \$250.00)
- Administrative Permit for Recycling Facility. \$154.00
- General Plan Amendment. \$1,644.00
- Planned Unit Development. \$1,510.00
- Density Bonus Application. \$79.00
- Zone Change. \$598.00
- Tentative Tract/Parcel Map. \$2,012.00
PLUS ENGINEERING CONSULTANT'S COST (Min. deposit of \$250.00)
- Site Plan/Plot Plan Review-Administrative Approval. \$23.00
- Site Plan/Plot Plan Review-Discretionary Approval. \$785.00

TOTAL APPLICATION FEES: \$ _____

