



Standard Application Form – (Minor)

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

Use this form for minor Residential and Non-Residential Applications. Submit form and all other information to Planning-submittal@covinaca.gov. Refer to Checklists for Site Plan Reviews A, B, C, and D on our handouts page.

Applicant Information

Proposed Project:		STAFF USE ONLY
Project Address:		
Assessor’s Parcel Number:		
Phone: ()	E-Mail:	MUNIS NO:
Applicant Name:		FILE NO:
Applicant Address:		
Property Owner Name:		
Property Owner Address:		

Project Type

Please check the type of project review requested. If you are applying for more than one review you may check all that apply.

- Site Plan Review- Minor Residential Site Plan Review-Minor (Non-Residential)

(Some examples include but are not limited to: New Pool, New Shed, Wall/Fence, Room Addition, Tenant improvement etc.)

Project Description

Detailed Description of Proposed Project *(Attach Additional Sheets if Necessary)*

Owner Certification

I certify that I am presently the legal owner of the above described property. Further, I acknowledge the filing of this application and certify that all of the above information is true and correct. If applicant is different from the legal property owner, a property owner’s authorization form must accompany this application.

Date: _____ Signature: _____

Print Name and Title: _____

STAFF USE ONLY

Date Received:	Received by:	Fees:	Receipt No:
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