

COMMUNITY DEVELOPMENT DEPARTMENT

INFORMATION OUTLINE FOR

APPLICATION SUBMITTAL

This Outline provides you with information on how to apply for a Conditional Use Permit, Site Plan Review, Tract Map, Parcel Map, Planned Development, General Plan Amendment and/or Environmental Assessment. We hope that the information will be beneficial in instructing you on what information is required and what steps must be taken to review your application. The more thorough and complete the application submitted to the Town, the better we are able to serve you and help you achieve your goals.

Included are the **APPLICATION, ENVIRONMENTAL ASSESSMENT, SAMPLE LETTER OF JUSTIFICATION** and the **ILLUSTRATION ON HOW TO OBTAIN A 300 FOOT MAILING LIST**. The Application Process Steps are listed to illustrate how your application will be processed. Application/information packages related to construction requirements and permits, including grading, street improvements and building construction are available at the Community Development Department, located at 58928 Business Center Dr. off of Indio and Yucca Trail, across from the Monterey Business Center. Should you have any questions, please contact the staff at (760) 369-6575.

A Conditional Use Permit (CUP) or Site Plan Review (SPR) shall be required for new development and for the expansion, alteration or disturbance of land associated with an existing commercial, industrial, institutional or multiple residential site involving at least 500 sq. ft. and greater than 25% of the ground area covered by the land use, or square footage of the original permitted structure. Cumulative expansions which meet these criteria also require a CUP or SPR. In addition to the uses requiring a CUP specified in the land use districts, a CUP is required for alterations to nonconforming use, agricultural support services, surface mining, and reclamation plans. The land use district handout will specify which review process is applicable to your project.

Division of land in most cases must be processed through the Town by means of a Tentative Tract or Parcel Map in accordance with State law and after approval will be recorded. It is generally unlawful to sell, lease, finance or convey any portion of real property until division of the property has been approved by the Town and all conditions of approval are satisfied. The difference between a tract map and parcel map in most cases is dependent on the number of lots being created. The creation of four or fewer lots requires a Parcel Map (unless industrial subdivision) and five or more lots requires a Tract Map.

The Planned Development process is intended to facilitate development of properties where greater flexibility in design is desired to provide a more efficient use of land than would be possible through strict application of land use regulations. This process is also intended to serve as an alternative site planning process that encourages a more creative and imaginative planning of mixed use multi-phased residential, commercial or industrial developments within the framework of a single cohesive development plan.

A General Plan Amendment and Rezoning application is required to request changes to the Town's General Plan or to rezone property within the Town. The General Plan serves as the Town's long range development guide. Generally zoning must be consistent with the General Plan. The process requires review by the Planning Commission and final review and approval by the Town Council.



Date:	_____	_____
Case No.	_____	Fee _____
Case No:	_____	Fee _____
Case No.	_____	Fee _____
EA No:	_____	Fee _____

- | | |
|---------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> CONDITIONAL USE PERMIT | <input type="checkbox"/> TRACT MAP |
| <input type="checkbox"/> SITE PLAN REVIEW | <input type="checkbox"/> PARCEL MAP |
| <input type="checkbox"/> PLANNED DEVELOPMENT | <input type="checkbox"/> GENERAL PLAN AMENDMENT |
| <input type="checkbox"/> ENVIRONMENTAL ASSESSMENT | <input type="checkbox"/> REZONING |

(Please Print Legibly)

Applicant _____
 Address _____ City _____ State ____ Zip _____
 Phone _____ Fax _____ Cell _____
 E-mail Address _____
 Project Name (if any): _____

Contact Person/Representative _____
 Address _____ City _____ State ____ Zip _____
 Phone _____ Fax _____ Cell _____
 E-mail Address _____

Property Owner _____ Phone _____
 Address _____ City _____ State ____ Zip _____
 E-Mail Address _____ Fax _____

Assessor Parcel Number(s) _____ Tract Map # _____ Lot # _____
 Property Dimensions _____ Existing Land Use _____
 Structure Square Footage _____ General Plan Designation/Zoning _____

Location: (Example: Address & Street or SW corner of Elk & Onaga or 300 ft N of Paxton on W side of Airway)

Proposed Project Description: Precisely describe the proposed project for which approval is being sought and the application is being submitted. Use additional sheets and attach to application if necessary.

Owner's Signature _____ Date _____

NOTE: THE INFORMATION I HAVE PROVIDED IS TRUE AND OPEN AS PUBLIC INFORMATION. THE PLANNING APPLICATION DOES NOT GUARANTEE APPROVAL OR CONSTITUTE A BUILDING PERMIT APPLICATION. ADDITIONAL FEES MAY BE REQUIRED DEPENDING ON ANY ADDITIONAL ADMINISTRATIVE COSTS.

Applicant's Signature _____ Date _____

ENVIRONMENTAL ASSESSMENT

1. Property boundaries, dimensions and area (also attach an 8 1/2" x 11" site plan):

2. Existing site zoning: _____
3. Existing General Plan designation: _____
4. Precisely describe the existing use and condition of the site:

5. Zoning of adjacent parcel:
North _____ South _____ East _____ West _____
6. Existing General Plan designation of adjacent parcels:
North _____ South _____ East _____ West _____
7. Precisely describe existing uses adjacent to the site:

8. Describe the plant cover found on the site, including the number and type of all protected plants:

Note: Explain any "yes" or "maybe" responses to questions below. If the information and responses are insufficient or not complete, the application may be determined incomplete and returned to the applicant.

Yes Maybe No

- | | | | |
|--------------------------|--------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. Is the Site on filled or slopes of 10% or more or in a canyon? (A geological and/or soils Investigation report is required with this application.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10. Has the site been surveyed for historical, paleontological or archaeological resources? (If yes, a copy of the survey report is to accompany this application.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 11. Is the site within a resource area as identified on the archaeological and historical resource General Plan map? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 12. Does the site contain any unique natural, ecological, or scenic resources? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 13. Do any drainage swales or channels border or cross the site? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 14. Has a traffic study been prepared? (If yes, a copy of the study is to accompany this application.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 15. Is the site in a flood plain? (See appropriate Federal Insurance Rate Map) |

PROJECT DESCRIPTION

Complete the items below as they pertain to your project. Attach a copy of any plans submitted as part of the project application and any other supplemental information that will assist in the review of the proposed project pursuant to CEQA.

1. Commercial, Industrial, or Institutional Projects:

- A. Specific type of use proposed: _____
- B. Gross square footage by each type of use: _____

- C. Gross square footage and number of floors of each building: _____

- D. Estimate of employment by shift: _____
- E. Planned outdoor activities: _____

2. Percentage of project site covered by:

_____ % Paving, _____ % Building, _____ % Landscaping, _____ % Parking

- 3. Maximum height of structures _____ ft. _____ in.
- 4. Amount and type of off street parking proposed: _____
- 5. How will drainage be accommodated? _____

- 6. Off-site construction (public or private) required to support this project: _____

- 7. Preliminary grading plans estimate _____ cubic yards of cut and _____ cubic yards of fill
- 8. Description of project phasing if applicable: _____

- 9. Permits or public agency approvals required for this project: _____

- 10. Is this project part of a larger project previously reviewed by the Town? If yes, identify the review process and associated project title(s) _____

11. **During construction, will the project:** (Explain any "yes" or "maybe" responses to questions below – attach extra pages if necessary.)

Yes Maybe No

- A. Emit dust, ash, smoke, fumes or odors?
- B. Alter existing drainage patterns?
- C. Create a substantial demand for energy or water?
- D. Discharge water of poor quality?
- E. Increase noise levels on site or for adjoining areas?
- F. Generate abnormally large amounts of solid waste or litter?
- G. Use, produce, store, or dispose of potentially hazardous materials such as toxic or radioactive substances, flammable or explosives?
- H. Require unusually high demands for such services as police, fire, sewer, schools, water, public recreation, etc.
- I. Displace any residential occupants?

Certification

I hereby certify that the information furnished above, and in the attached exhibits, is true and correct to the best of my knowledge and belief.

Signature: _____

Date: _____

HOW TO PREPARE A PROPERTY NOTIFICATION LIST

All applications that are subject to CEQA require the applicant to submit a list of residents and property owners that live and/or own property which are contiguous to the property in question. This process is required by the State of California to notify residents and property owners in the immediate vicinity. Staff will send public notices to these individuals informing them of the proposed project and scheduled public hearings.

Step 1: Where to Look?

Obtain the appropriate page(s) from the Assessors Parcel Book.

Example: If your Assessors Parcel Number (APN) is 587-132-04, you would look in book number 587, page 13, block number 132, parcel number 4.

Step 2: Obtaining Addresses

Once you have determined the surrounding properties, you must identify the owners of those properties. You will then list the APNs as shown on the map. You can obtain the corresponding names and addresses of the property owners at the San Bernardino County Assessors Office or a Title Insurance Company. There may be a fee for this service through a title company. The list of property owners must be on Avery labels, 33 per 8^{1/2}" x 11" page. This will be used for public notification.

Example: Assessors Parcel Number
Any Name
Any Street
Any Town, State 00000

Step 3: Notices

Submit your mailing list with the SPR application and staff will send public hearing notices to these individuals.

SUBMITTAL REQUIREMENTS

Listed below are the general requirements that are to be submitted with all applications. In some cases additional requirements will be required depending on the request.

Appointments will be required in order to submit applications. Incomplete applications will not be accepted.

- 1. Planning Application and Environmental Application.
- 2. Deposit payable to the Town of Yucca Valley.
- 3. Legal Description – the lot and parcel/tract number must be provided on the application forms and the site plan. If lot and parcel/tract numbers are not available, provide a metes and bounds description.
- 4. Property Owners List – with your application you must provide a list (on Avery labels, 33 pre 8 ½" x 11" page) of all property owners and their mailing addresses within 300 feet of the exterior boundaries of the property in question. This list will be used for public notification. An illustration on how to obtain the 300 foot mailing list is provided.
- 5. A preliminary title report dated within sixty (60) days of filing of the application with the Town.
- 6. Number of Plans Required:
 - Ten (10) sets folded to approximately 8-½" x 14"
 - Additional five (5) sets of plans two (2) weeks prior to Planning Commission hearing
 - Additional five (5) sets of plans two (2) weeks prior to Town Council hearing (if necessary)
 - One (1) pdf file of site plan, floor plan, and building elevations scaled to 11x17 e-mailed to ComDev@Yucca-Valley.org or delivered on CD
 - One set of 8-½" x 11" reductions of all plans submitted

Required Plans and Reports

- Site plan or plot plan preferably at 1" = 20', 1" = 30', or 1" = 40' scale *with north arrows*.
- Floor plans
- Building elevations (from all sides, designated by direction). One set shall be colored and indicate construction material. Colors and materials should match those on the materials board. Building elevations shall be fully dimensioned.
- A materials board showing the types of materials to be used and colors of the siding and roof as represented on the colored elevation plan.
- Preliminary landscape plans
- Preliminary grading plans and erosion control plans
- Photo Sims
- One copy of a water purveyor service letter.

Provide 4 copies of each of the following studies

- Hydrology Study
- Biological Study
- Geotechnical Report
- Photometric Plan
- Traffic Study

FOR CONDITIONAL USE PERMIT OR SITE PLAN REVIEW SUBMITTAL:

Information which must appear on Site Plan or Plot Plan:

- Vicinity map to clearly identify the way in which the project fits in with adjacent streets
- North arrow
- Name, location and width of proposed streets with approved access to the property, and location and width of all recorded easements and rights-of-way
- Configuration of all streets, including names, distance to centerline, ultimate right-of-way width, and existing and proposed improvements and street cross-sections within the project, designating which are public and which are private
- All paved areas, including parking areas, all points of ingress and egress (i.e. on site, adjacent to the site, across the street, and within 300 feet of the site), driveways, malls, plazas, curbs, gutters, and existing and proposed sidewalks (specify location, width, and height). The location and width of all bike trails shall also be provided in all cases where shown on the Town's Trails Plan
- Existing and proposed pavement striping and markings (both on and off site)
- Dimension geometric features on public and private streets, such as raised islands, striping, traffic control devices, right-turn only intersections, left turn pockets, etc. (raised islands to be shaded on plans)
- Show all curb radii
- Summary of total parking provided. Include calculations showing Town Code required parking and actual parking provided. Show numerical count and percentages of all types of parking spaces
- Label all parking aisles, width of accesses, and distance from each access to curb line of the nearest intersection
- Dimension all parking and circulation set-backs and overhangs
- **Handicap facilities and** ramps for handicapped, and ability to meet requirements of the Americans with Disabilities Act
- Turning radii for large trucks (wheel base =35') at trash enclosure areas and other areas where truck traffic is anticipated, such as exits/entrances. For clarity, turning radius illustration should be presented on separate sheets from the detailed site plans. Turning templates should be used in determining radii.
- Dimensions and identification of all easements, whether public or private
- If project is to be phased, show the proposed phases and their sequence of development
- Loading zones or areas need to be fully dimensioned, if required
- Locations for all trash enclosures and type of construction should be designated on the plan. In choosing these locations, the applicant shall consider the trash truck's accessibility into and out of the area. The design shall conform with the Town's standard, which includes pedestrian access.
- Identify proposed traffic control measures in parking lot and/or structure (i.e. striping, pavement arrow, etc.). Indicate if gated or non-gated entry ways will be used, and if gated, show the proposed location precisely. If gates are proposed, a stacking analysis must be prepared and processed.

- Show existing land uses and property ownership for all properties within 300 feet of the subject property, to including but not limited to, lot lines, structures, streets, topography.
- Location and heights of all walls or fences with details, materials, construction and height differentials from abutting property if fence/wall is located on a property line
- Location of existing and proposed buildings.
- A statistical inventory including:
 - * Project area (acres/sq. ft.)
 - * Structure area (sq. ft.)
 - * Square footage of useable floor areas
 - * Structure height
 - * Construction material
- Percentage of site covered by building(s)
 - * For commercial and industrial development, the exact footage of floor space devoted to various uses and the percentage of the total area each use occupies.
 - * Percent in parking/paved area and percent in landscaping/open areas
 - * Location and identification of recreational amenities
- Identify septic location/relocation or package treatment plant location on site plan
- Location of proposed and existing water and sewer mains (include pipe size and direction of flow)
- Identify utility locations on site plan, including easement dimensions
- Dimensions of setbacks, as established by both the Development Code and recorded building setback lines
- Property boundaries, dimensions and area (in square feet and acres)
- Illustrate design and construction materials of any proposed retaining walls (provide materials board)
- Cross-section of any grade changes or walls along property boundaries illustrating proximity to adjacent structures
- Location of geological fault lines and hazardous zones as designated by any applicable geotechnical and engineering geology report for the subject property
- Illustration of compliance with Hi-Desert Water District and Town of Yucca Valley Water Conservation Ordinance
- Location of proposed and existing fire hydrants (on-site and within 150 feet of the property)

If any of the above information is not included, please explain (attach extra pages if necessary): _____

Information which must appear on Preliminary Landscape Plans

- North arrow
 - Dimensions and total square footage of planting areas
 - Type, size, location of all plant materials in landscaped areas
 - Irrigation Plan
 - Native Plant Plan prepared by a Native Plant expert.
- Letter of Justification addressed to the Town of Yucca Valley which discusses the following items:
- Proposed use
 - How the following required “findings” can be made to support the project:
 - *That the location, size, design, density and intensity of the proposed development is consistent with the General Plan, the purpose of the zoning land use district in which the site is located, and the development policies and standards of the Town.*
 - *That the location, size, design and architectural design features of the proposed structures and improvements are compatible with the site’s natural landform, surrounding sites, structures and streetscapes.*
 - *That the proposed development produces compatible transitions in the scale, bulk, coverage, density and character of the development between adjacent land uses;*
 - *That the building site and architectural design is accomplished in an energy efficient manner;*
 - *That the materials, textures and details of the proposed construction, to the extent feasible, are compatible and consistent with the adjacent and neighboring structures;*
 - *That the development proposal does not unnecessarily block views from other buildings or from public ways, or visually dominate its surroundings with respect to mass and scale to an extent unnecessary and inappropriate to the use;*
 - *That the amount, location, and design of open space and landscaping conforms to the requirements of the Development Code, enhances the visual appeal and is compatible with the design and functions of the structure(s), site and surrounding area;*
 - *That quality in architectural design is maintained in order to enhance the visual desert environment of the Town and to protect the economic value of existing structures;*
 - *That there are existing public facilities, services, and utilities available at the appropriate levels and/or that new or expanded facilities, services and utilities shall be required to be installed at the appropriate time to serve the project as they are needed;*
 - *That the access to the site and circulation on and off-site is required to be safe and convenient for pedestrians, bicyclists, and motorists;*
 - *That the traffic generated from the proposed project has been sufficiently addressed and mitigated and will not adversely impact the capacity and physical character of surrounding streets;*
 - *The traffic improvements and mitigation measures have been applied or required in a manner adequate to maintain a Level of Service C or better on arterial roads, where applicable, and are consistent with the Circulation Element of the Town General Plan.*
 - *That there will not be significant harmful effects upon environmental quality and natural resources including endangered, threatened, rare species, their habitat, including but not limited to plants, fish, insects, animals, birds or reptiles;*

- *That there are no other relevant or anticipated negative impacts of the proposed use that cannot be mitigated and reduced to a level of non-significance in conformance with CEQA, the California Environmental Quality Act.*
 - *That the impacts which could result from the proposed development, and the proposed location, size, design and operating characteristics of the proposed development, and the conditions under which it would be operated or maintained will not be considered to be detrimental to the public health, safety and welfare of the community or be materially injurious to properties and/or improvements within the immediate vicinity or be contrary to the General Plan;*
 - *That the proposed development will comply with each of the applicable provisions of the Development Code, and applicable Town policies, except approved variances.*
-
- The site is adequate in size and shape to accommodate the proposed use and all yards, open spaces, setbacks, walls, fences, parking areas, loading areas, landscaping and other features are in compliance with zoning and development code requirements.
 - The site has adequate access
 - The proposed use will not have a substantial adverse effect on abutting property
 - The proposed use is consistent with the goals, objectives and standards of the General Plan and Zoning/Development Code

Each of these findings must be addressed separately and must be in a section of the letter titled "FINDINGS"

FOR TRACT MAP OR PARCEL MAP SUBMITTAL:

Required Maps: Information Which Must Appear On Maps:

- Subdivision boundary
- Street and lot lines
- Existing lot line
- Easements both existing and proposed
- Tentative tract or parcel map number
- Tract numbers of adjacent subdivisions, including approved tentative maps and information sufficient to show their relationship to the proposed subdivision i.e., lot pattern, improvements, streets, buildings, etc.
- North arrow and scale
- Acreage of subdivision
- Number, dimension, and size of lots
- Finished pad elevations
- Location and sizes of each parcel to be dedicated for public use
- Proposed use of lots
- Locations and sizes of all common areas to be dedicated for private use
- Total area of parkland, trails, recreation areas, etc. with specific area calculated for each of the following:
 - Areas to be dedicated to public ownership
 - Areas to be retained in private ownership
- Locations, grades, widths, total area, and names of internal and adjacent vehicular accessways and transit corridors.
- Center lines of existing streets with existing and ultimate right-of-way and cross-section of each
- Total length in feet along the center line of all existing and proposed streets within the boundaries of the subdivision, measure from intersection to intersection
- Location of future vehicular access ways, both public and private.
- Proposed drainage facilities
- Provide elevations and slopes of proposed sewer and storm drain and the distance and direction to existing facilities
- Provide elevations and slopes of proposed sewer and storm drain and the distance and direction to existing facilities.
- Location, dimensions, boundaries and direction of flow of all watercourses
- Boundaries of areas of any area subject to flooding or special flood hazards, along with base flood elevation data

- Methods for accommodating storm water and drainage
- Contour intervals of 5 feet for slopes 10 percent or greater and 2 feet for slopes less than 10 percent. All slopes in excess of 3:1 shall be highlighted and identified on the plan. Existing contours shall be shown as dashed or screened lines.
- Location, size and source of water supply, sewage facilities and storm drains
- Name, address, and telephone number of subdivider
- Signature of subdivider
- Name, address, telephone number, license and registration number of map preparer
- Name and current address of record owner(s)
- Signature of record owner(s) consenting to map submittal
- All structures, streets, alleys, driveways, and major utilities within 150 feet of the subject property
- Geological fault lines and hazardous zones as designated by any applicable geotechnical report for the subject property.
- If the property is to be phased, show the proposed phases and their sequence of development
- A statement of the proposals for sewage disposal (??if septic) water supply, electric service, gas service, telephone, cable television, and other utilities and services, including school district, which serve the property.

Additional information and/or special studies as required by staff (Requirements may vary based upon intensity/density of development, location, and other issues related to a specific development project.

Letter of Justification addressed to the Town of Yucca Valley which discusses the following items

- * The proposed subdivision, together with the provisions of its design and improvements is consistent with the General Plan and any applicable specific plan.
- * The site is physically suitable for the type and proposed density of development.
- * The design of the subdivision or the proposed improvements are not likely to cause substantial environment damage or substantially or avoidably injure fish or wildlife or their habitat.
- * The design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through or use of property within the proposed subdivision.
- * The proposed subdivision, its density, and type of development and improvements conform to the regulations of the Development Code and the regulations of any public agency having jurisdiction by law.

Each of these findings must be addressed separately and must be in a section of the letter titled "FINDINGS."

FOR GENERAL PLAN AMENDMENT SUBMITTAL:

Letter of Justification addressed to the Town of Yucca Valley that discusses the following items:

- Proposed designations
- How the following required “findings” can be made to support the project:
 - a. The proposed land use district change is in the public interest, there will be a community benefit and other existing and permitted uses will not be compromised.
 - b. The proposed land use district change is consistent with the goals and policies of the General Plan, and will provide a reasonable and logical extension of the existing land use pattern in the surrounding area.
 - c. The proposed land use district change does not conflict with provisions of the Development Code, or any applicable specific plan.
 - d. The proposed land use district will not have a substantial adverse effect on surrounding property.

Sample letter of project description and justification

ENGINEERING, CIVIL ENGINEERING AND SURVEYING

12345 29 Palms Highway, Suite 123 • Yucca Valley, CA 92284
(619) 555-1234

April 21, 2009

TOWN OF YUCCA VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
58928 Business Center Dr.
Yucca Valley, CA 92284

Attn: **PLANNING DIVISION**

RE: Conditional Use Permit, CUP ##-##
APN ###-###-##
Applicant Name

Dear Planning Department:

On behalf of (Applicant Name), and in compliance with the submittal requirements for a Conditional Use Permit application, I am providing this letter of project description and justification.

This proposed project is to seek approval of a Conditional Use Permit to construct a 1,500 square foot addition to the *Sunshine Church*. The property is approximately *two acres* in size *located* on the northwest corner of Any Street and That Avenue. The church is an existing 1,500 square foot facility with seating capacity of 150. There are *30 parking spaces*, and *4 handicapped spaces*. There is currently *asphalt paving* for parking and drive aisles. *Fencing* will consist of a four (4) foot *block wall* along the front perimeter and six foot *chain-link* along the remaining property lines. There will be *landscaping* provided which will include several types of trees such as Joshua Trees and Fruitless Mulberry, and the remaining will be desert landscaping. The expansion will be used for *a classroom, an office, and a restroom*.

Findings:

1) "The site for the proposed use is adequate in size and shape to accommodate the proposed use and all yards, open spaces, setbacks, walls, fences, parking areas, loading areas, landscaping other features are in compliance with zoning and development code requirement" because the project design includes yard areas, setbacks, open space areas, screening of parking areas from public rights-of-way, and adequate parking pursuant to the Development Code and Draft General Plan.

2) "The site has adequate access based upon the location of the property along a major and secondary arterial."

3) "The proposed use will not have a substantial adverse effect on abutting property," because the use will not generate excessive noise, vibration, traffic or other disturbances. The property on the north is vacant, the surrounding properties to the south, east, and west are single family residential.

4) "The proposed use is consistent with the goals, objectives and standards of the Town of Yucca Valley General Plan and Zoning/Development Code," because the expansion of the church requires a Conditional Use Permit and meets the intent of the Draft General Plan and will comply with the requirements and conditions as set forth under the Town of Yucca Valley Development Code.

If you have any questions, please call at (760) 555-1234.

Yours Truly,

Mr. C.L. Engineer
Senior Partner

cc: Applicant