

Town of Yucca Valley

Planning Entitlement/Private Land Development Application Process

Preliminary Project Review

Estimated time 4-6 weeks

STEP 1

Development Review
 Committee (DRC) Meeting.
 This is optional but recommended for larger projects.
 20 minute informal discussion of conceptual plans.

Or

•Pre-Application.

This is optional but recommended for larger projects.

Project information circulated for internal review and comments provided back to applicant.

Project & Environmental Review

Estimated time 4-13 months

STEP 2

·Application Review Proposed project (Design Reviews, Site Plans Reviews, Conditional Use Permits, Tentative Tract Maps, etc.) submitted to Planning Division for review. Application assigned to Planner for processing completeness review within 30 days of submittal. Following determination of completeness, applicant is provided with a letter detailing staff comments, corrections, and additional studies (technical and or environmental) necessary for processing and review. ·Staff determines level of California Environmental Quality Act (CEQA) review and provides a letter detailing the process to the applicant.

Approval Bodies Review

Estimated time 1-2 months

STEP 3

 Project scheduled for Planning Commission action.
 Proposed project (Design Review, Conditional Use
 Permits, Tentative Tract Maps, etc.).

Projects subject to public hearing requirements may experience 2 to 4 weeks of delay before Planning Commission Meeting.

 Draft Staff Report is provided to applicant a minimum of 1 week in advance of Planning
 Commission Meeting for review.
 Staff will schedule an in-person or a virtual meeting with applicant to answer any questions or concerns pertaining to the draft staff report.

 Project heard by review body (Planning Commissioner or Town Council).

·10 day appeal period.

Plan Check & Construction

Estimated time 12 to 24 months

STEP 4

 Construction Documents
 Detailed construction plans and building application
 submitted to Building & Safety for review. Please contact
 Building & Safety at 760-369-6579, extension 302.

Within 10 business days first corrections provided to applicant.

 Submit engineering application and plans. Please contact Engineering at 760-369-6579, extension 308/327.

 Within 20 days first corrections provided to applicant.

·Plans resubmitted and redistributed to departments. ·Resubmittal varies according to department.

Plan check approval and applicable fees paid.
 Permits issued.
 Town field inspections scheduled.

On average, the following timelines apply

4 to 6 weeks