

February 1, 2024

Jason Harvey  
54005 Pinon Drive  
Yucca Valley, CA 92284

**RE: VARIANCE, V 01-24 & ENVIRONMENTAL ASSESSMENT (EA) 01-24  
54005 PINON DRIVE**

Mr. Harvey:

In accordance with Government Code Section 65943, the Town has 30 days within which to notify an applicant, in writing, that an application is complete or that additional materials will be required. The Variance Application was submitted on January 3, 2024; therefore the 30-day review period ends on February 2, 2024. The application has been reviewed by staff and is deemed incomplete. Please provide the items listed below:

1. Eight (8) copies of Site Plan of the property. All plans shall be clear, legible, and accurately scaled. Plans shall be drawn on uniform sheets no less than 11" x 17".
  - a. Site Plans should clearly illustrate the variance requested, including but not limited to:
    - i. Scale, north arrow, and vicinity map.
    - ii. Location, footprint, and dimensions of all existing and proposed buildings, structures, or improvements.
    - iii. Existing easements, required setbacks, and distances between buildings, structures, or improvements.
    - iv. Septic location.
    - v. Variance requested, identifying proposed setback.
2. Electronic copy Site Plan of the property.

If you have any questions or require any additional information, please contact Planning Division staff at 760-369-6575, Extension 328.

Best regards,



Evan Willoughby  
Assistant Planner

Planning  
(760) 369-6575  
Public Works  
(760) 369-6579  
Building and Safety  
(760) 365-0099  
Code Compliance  
(760) 369-6575  
Engineering  
(760) 369-6575  
Animal Control  
(760) 365-1807  
Animal Shelter  
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The Town of  
**Yucca Valley**

COMMUNITY DEVELOPMENT/PUBLIC WORKS DEPARTMENT  
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Yucca Valley, California 92284