



City of Indio
Development Services Department
100 Civic Center Mall
Indio, California 92201
(760) 391-4120
(760) 391-4027 Fax
www.indio.org

Development Review Committee
Application

Date Submitted: _____

Applicant (who is financially responsible): _____

Project Name: _____

Tract Number (if applicable): _____

Project Location & brief description: _____

Name, Address and Phone number to contact for revisions: _____

FEES-
Development Review Committee fee is- **\$1,100**

<i>For in Office Use Only-</i>	
Planner _____	Paid _____
Date Routed _____	Date _____
	HTE# _____

APPLICATION PROCEDURES AND REQUIREMENTS

The purpose of the Development Review Committee is to provide the applicant with a preliminary review with the City Department representatives to discuss project issues, requirements and procedures associated with the proposed project. The Development Review Committee meets on the second and fourth Thursday afternoon of every month.

The Development Review Committee is comprised of representatives from the following agencies: Community Development / Building & Safety Department, Engineering Department, Police Department; Fire Department, and Valley Sanitary District. They will advise the applicant of permits, procedures, and code requirements associated with their project before submitting a formal application.

APPLICATION REQUIREMENTS; The applicant must submit the following materials to the Community Development Department at least fourteen (14) days prior to receiving a scheduled meeting date with the DRC application.

1. **Owner's authorization** – written authorization from the owner to file the application.
2. **Sixteen (16) Folded site plans** – accurately showing the boundaries of the subject site, including: property lines; street center lines and street names; existing and proposed site improvements; existing structures within fifty (50) feet of the boundaries of the site labeled with the respective land use; and other information that would further define the project site and proposal. Plans should be folded to 11"x17" or smaller. Plans should not be rolled.
3. **Fee** - \$1,100.00