



City of Santa Clarita  
Community Development  
Planning Division  
23920 Valencia Boulevard, Suite 140  
Santa Clarita, CA 91355

Official Use Only

OTC # \_\_\_\_\_

# Class I Application

Over the Counter Application

Checkmark the type(s) of counter approval proposed:

- |  |                                      |  |
|--|--------------------------------------|--|
| <input type="checkbox"/> Solar                   | <input type="checkbox"/> Signs       | <input type="checkbox"/> Appurtenances (A/C units, etc.) |
| <input type="checkbox"/> Patio Cover             | <input type="checkbox"/> Fence/Walls | <input type="checkbox"/> Wireless (WCF)                  |
| <input type="checkbox"/> Tenant Improvement (TI) | <input type="checkbox"/> Banners     | <input type="checkbox"/> ADU (Accessory Dwelling Unit)   |
| <input type="checkbox"/> Pool/Spa                | <input type="checkbox"/> Landscaping | <input type="checkbox"/> Other                           |

Project Address: \_\_\_\_\_

Assessor's Parcel Number (APN): \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Applicant/Owner Information

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

I declare under penalty of perjury that all information included in this Class I Application is true and correct, and that I have completed the above referenced application to the best of my ability.

\_\_\_\_\_  
Property Owner / Applicant Signature

\_\_\_\_\_  
Date

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Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Development Standards

Site Characteristics

Setbacks met: Y - N/A

Overlay Zones/SSD: Y - N/A \_\_\_\_\_ Oak Trees: Y - N/A

Height/Roof Pitch met: Y - N/A

Fault/Seismic Zone: Y - N/A \_\_\_\_\_ Fire Zone: Y - N/A

Colors/Materials match existing: Y - N/A

Flood Zone: Y - N/A \_\_\_\_\_

Sign Program: Y - N/A \_\_\_\_\_

Notes: \_\_\_\_\_