



# Development Review Committee Pre-Application Submittal Requirements

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County of Ventura • Resource Management Agency • Planning Division  
800 South Victoria Ave, Ventura CA 93009 • 805 654-2488 • <https://vcrma.org/divisions/planning>

Development Review Committee Meeting Date:

Applicant Name:

Telephone Number:

Consultant Representative Name:

Telephone Number:

Subject Property Address and ZIP:

Subject Property Assessors Parcel Number(s):

## **Project Description:**

The Applicant is encouraged to use the project description questionnaire contained in the Planning Department's document entitled "Entitlement, Zone Change, and Subdivision Application Packet", and include it with this DRC package. Otherwise, please provide as detailed a project description as possible, below:

The Applicant/ Representative hereby submits this completed form and attached project site plan, referred to as the Development Review Committee Pre-Application Submittal Package, for Committee use. The project site plan presents all of the required information listed on the back of this form. This package is intended to assist the DRC in determining what studies, reports, maps, drawings, and other documents need to be submitted by the Applicant/ Representative as part of the formal submittal of the discretionary development permit application.

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Permit Coordinator

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Date

The Applicant/ Representative hereby acknowledges and accepts that any revisions that may need to be made to the project in response to the DRC's review are the sole responsibility of the Applicant. The County of Ventura accepts no liability or responsibility for any monetary, scheduling, or other inconvenience caused by allowing this project to proceed.

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Applicant / Representative (signature and print)

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Date

**PLEASE TURN OVER FOR A LIST OF SITE PLAN REQUIREMENTS FOR THE DRC PACKAGE**

## **PROJECT SITE PLAN REQUIREMENTS**

To help the DRC to better understand the proposed project, please provide all of the following information on the project site plan:

Scale and north arrow.

Adjacent land uses (e.g., single family dwelling, open space, etc.).

All existing structures and proposed habitable and non-habitable development, including any site grading.

All on-site driveways and roads.

All utilities, easements, and underground and surface infrastructure on the subject property.

All watercourses, wetlands, and other environmental features on and immediately adjacent to the property.

All proposed tree removal (include species).