



Planning and Building Agency
 Planning Division
 20 Civic Center Plaza
 P.O. Box 1988 (M-20)
 Santa Ana, CA 92702
 (714) 647-5804
 www.santa-ana.org

APPLICATION FOR LAND USE CERTIFICATE

CONTACT INFORMATION

Business Name: _____
 Business Address: _____ Zip Code: _____
 Applicant's Name (print): _____ Phone No.: _____
 Mailing Address (if different): _____ Zone: _____
 Present Use of Property: _____
 Type of Project/Event: _____
 Responsible Party On-Site Name: _____ Phone No.: _____

EVENT INFORMATION

Dates: _____ Time/Hours: _____
 Live Music: Yes No If yes, describe: _____
 ABC License: Yes No If yes, describe: _____
 Video Games/Game Booths/Computers: Yes No If yes, describe: _____
 Live/Exotic Animals: Yes No If yes, describe: _____
 Additional Information: _____

TEN (10) BUSINESS DAYS ARE REQUIRED FOR PROCESSING A LAND USE CERTIFICATE.

SEE REVERSE SIDE FOR SUBMITTAL REQUIREMENTS.

Understanding and Affidavit

I understand and agree that my application can be processed for final approvals only when the following steps are completed:

1. My plans have been reviewed by the appropriate City agencies and comments received; and,
2. Comments and conditions placed upon the project have been incorporated into the design and agreed to by both staff and myself.

I CERTIFY under penalty of perjury that the foregoing statements and answers herein contained and any other information herewith submitted as part of this application are in all respects true and correct to the best of my knowledge and belief.

Legal Owner's Name: _____ Phone No.: _____
 Mailing Address: _____ Fax: _____
 Signature: _____ Title: _____ Date: _____

NOTE: An agent may sign for the property owner if a notarized power of attorney is filed with this application.

LAND USE CERTIFICATE NO. _____

APPROVE **DENY**

SUBMITTAL REQUIREMENTS

_____ Three (3) sets of plans with the following information:

_____ Site Plan: Fully dimensioned site plan with parking spaces indicated; landscaped areas; setbacks; entries and exits; north arrow; streets; driveways; building structures; and game/ride locations.

_____ Floor Plan: Exact dimensions of the proposed area; the area devoted to alcohol sales, storage, and display; kitchen area; entries and exits; computers and electronic and/or video games.

_____ Surrounding land uses of properties immediately adjacent to the project site (land uses within 300 feet for alcoholic beverage control licenses).

CITY APPROVALS

Fire Department: _____
Name Phone No.

Conditions/Comments: _____

APPROVE **DENY** Date: _____ Signature: _____

Police Department: _____
Name Phone No.

Conditions/Comments: _____

_____ **DENY**

Date: _____ Signature: _____

Electrical Permit Required? Yes No

Planning Division: _____
Name Phone No.

Conditions/Comments: _____

APPROVE **DENY** Date: _____ Signature: _____

NOTE: No permit will be issued if the use is not legally occupying the premises.