

New Construction Certificate of Zoning Compliance

PROJECT ADDRESS: _____	Zoning District: _____
Applicant _____	Owner _____
Address _____	Address _____
City _____ State ____ Zip Code _____	City _____ State ____ Zip Code _____
Person to contact _____	Phone # _____
Phone # _____	Email _____
Email _____	<input type="checkbox"/> Check if same as applicant information

**Please completely fill out the contact information for the owner if different than the applicant.*

Certificate of Zoning Compliance (New Construction projects)		
<input type="checkbox"/> Single-Family	<input type="checkbox"/> Institutional	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Industrial	
<input type="checkbox"/> Commercial	<input type="checkbox"/> Mixed Use	

Read the statements below and sign to acknowledge agreement.

I hereby acknowledge that in review of this application, the City of Riverside may require the services of the City Engineer and/or the City Attorney to ensure that the requested item(s) for review of this application is compliant to the current zoning laws and policies of the City of Riverside. For any and all costs incurred in the review of this application, I acknowledge that the city of Riverside or any of the City's consultants listed above are my responsibility to reimburse.

I hereby attest that all information on this application is, to the best of my knowledge, true and accurate. Additionally, I hereby grant permission for the City of Riverside Zoning Administrator to enter upon the above mentioned property (or as described in the attachment) for the purposes of gathering information related to this application.

Owner Signature: _____ **Date** _____

Applicant Signature: _____ **Date** _____

OFFICIAL USE ONLY

Permit No. _____	<input type="checkbox"/> Approved _____ Date _____
Intake Staff _____	<input type="checkbox"/> Denied _____ Date _____
Date: _____ SWPA: _____	Parcel ID _____

Structure Dimensional Information:

Total Square Footage of Proposed Structure(s): _____

Height of Structure: _____

Any Existing Structure on Site? _____

Please submit the completed application along with the following items:

Site plan and drawings

- Site Plan (including the following elements. *See site plan example below.*
- Plan drawn to a reasonable scale [engineer's scale (1" = 20') or architect's scale (1/8" = 1')]
- Vicinity map that shows the distance from the property to the nearest intersecting street
- North arrow
- Street name(s) abutting the site
- Property address, parcel ID, and dimensions
- Electric, telephone, drainage easements with dimensions
- Existing and proposed structures with dimensions and distance from property lines (include height and square footage)

Fee (cash or check made payable to the City of Riverside)

- Application Fee:
 - Residential
 - Single-Family **50.00**
 - Multi-Family **50.00 per unit**
 - Non-Residential **150.00**
- Work without a Permit Penalty: Double Total Permit Fee

Sample Site Plan



FULL SITE ADDRESS

Scale: e.g. 1' = 10'

R-3 Residential District

