



**PLANNING**  
Development Services Department

Date Stamp

# APPLICATION SUBMITTAL CHECKLIST for General Plan Amendment

Case Number: GP

I acknowledge that the City of Glendale requires the following items be submitted before my application can be processed. I understand that Planning will not accept my application unless all of the following items are included in the submittal package.

**Required**

Yes No

- 1.   Completed Master Application
  - 2.   Service Request (SR) Number: SR
  - 3.   Applicant's Signature on Master Application
  - 4.   Project Narrative (16 copies)
  - 5.   Citizen Participation Plan (2 copies)
  - 6.   Property Owners' and Interested Parties List (including Additional Notification Information) from Citizen Participation packet (2 copies on mailing labels)
  - 7.   Copy of Deed/Title (including Legal Description)
  - 8.   Existing General Plan Map with Parcel(s) Highlighted
  - 9.    Major Map Amendment  Minor Map Amendment  
 Zoning and General Plan Concurrently
- Filing Fee: \$ \_\_\_\_\_ + \$ \_\_\_\_\_ per acre - \$ \_\_\_\_\_ (team preapp) = \$ \_\_\_\_\_

**\* FOLD ALL PLANS MARKED WITH AN \* TO 9" X 12"**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

If you have questions regarding the items on this checklist, contact your project planner.

\_\_\_\_\_  
Project Planner

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email Address

Revised: 08/12/15