



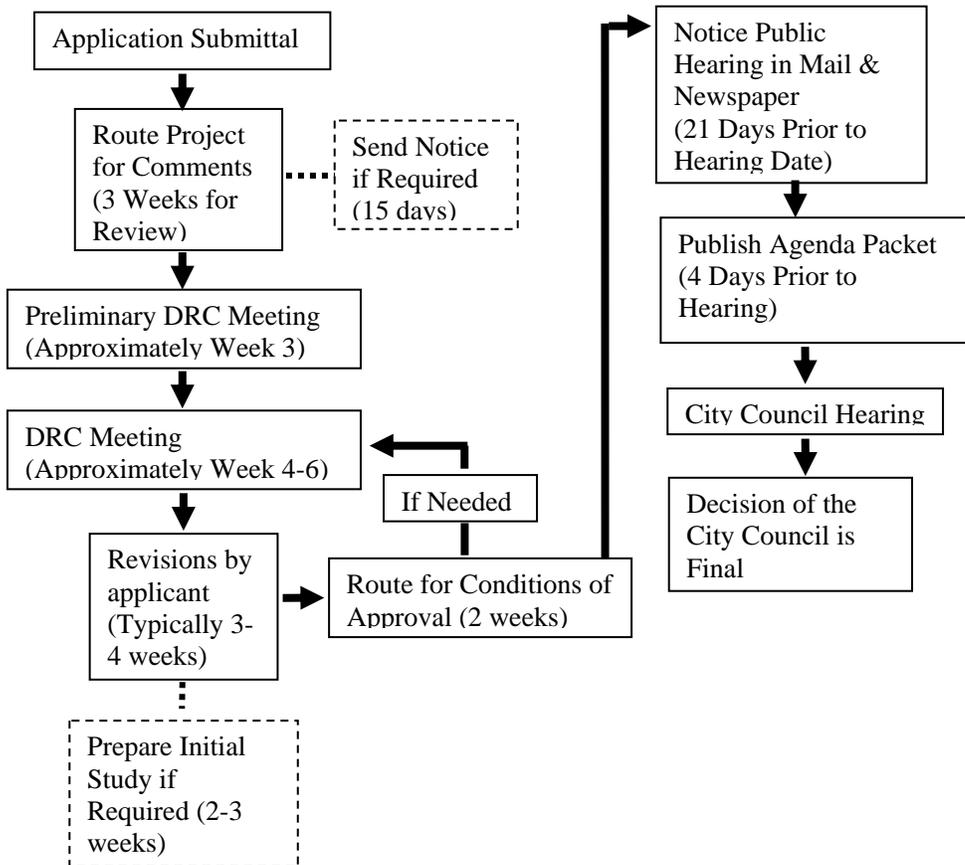
Application Checklist for entitlements that require a

Class VI Application

The Class VI application is a discretionary process for reviewing uses that are non-legislative but require City Council approval. The following Class VI applications require public notification and public hearings before the City Council only:

- Pre-Annexation Agreement

Please be advised that a request for a Pre-Annexation Agreement will require a minimum of two (2) public hearings before the City Council to allow for the adoption of an ordinance by the City Council. These entitlements will become effective thirty (30) days after approval by the City Council at the second public hearing. Processing time is typically between 4-6 months for the above entitlements, but may be longer depending on the number of applications before the City or the complexity of the project.



Application Submittal Requirements:

Applications shall be reviewed for compliance with these submittal requirements. *Applications submitted without the required information may not be accepted for processing or may be deemed incomplete and processing suspended.*

A. ___ One (1) copy of the completed application packet, including:

- Application Form
- Justification Statement
- Notarized Property Owner(s) Statement
- Financial Interest Disclosure
- Notarized Certified Property Owner's List Affidavit

B. ___ The required processing fee (see fee schedule)

C. Maps, exhibits, project description, and other relevant information for the proposed annexation area.

D. Conditions of Approval for Los Angeles County approved project.

NOTE: All exhibits larger than 8 ½" x 11" must be INDIVIDUALLY FOLDED prior to submittal. Full size color exhibits are not required to be folded.

These submittal requirements, as well as those for other types of entitlement applications, can be found on the City of Santa Clarita website at www.santa-clarita.com. If you have questions regarding these submittal requirements, you can contact the Planning Division at (661) 255-4330, e-mail the Department of Community Development at www.santa-clarita.com/cityhall/cd, or visit the Planning Division at City Hall, 23920 Valencia Blvd., Suite 140, Santa Clarita, CA 91355.

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Last updated 07/05/2013

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