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**ADMINISTRATIVE PERMIT – USES PERMITTED SUBJECT
 TO ADMINISTRATIVE APPROVAL SEC 17.05**

Patio/Carport/Poarch Application

**SECTION 1: Payment of Fees – Project Name: Admin Permit # _____ - _____
 Submittal Requirements**

Administrative Approval Authority

**Sec
17.05**

17.05.010 – Administrative Approval - Purpose of provisions.

Paraphrased - Provides authority to the Planning Director to approve or conditionally approve specific projects – as identified in this section.

17.05.020 - Application for approval—Review procedure.

C. In approving the use, the planning director shall impose such conditions and requirements as may be applicable as set forth in Sections 17.60.040 and 17.60.050 of this title.

(No building permit shall be issued until an Administrative Permit is issued.)

Administrative Permit Fee – Single Family, Accessory Structures, Swimming Pools: \$150.00 for First Review \$50.00 for each review after 1 st Review	SUB-Total: 1 st Review: \$150.00 _____; 2 nd Review: \$ 50.00 _____; etc.
Maintenance Fee – MF-GP-2: \$0.005 per square foot of lot area CMF-AP-2 - \$25.00 FM-CD-1 - \$20.00	SUB-Total: Calculate Fee: _____ + : \$25.00; + : \$20.00;
Total Due:	

Date Received	
Staff Person Name:	
Receipt No.	

SECTION 2: Applicants Contact Information

General Information Required (Print or Type)

Applicant's Name:

Phone:

Email:

Address:

Location of Project (Address)/APN:

Legal Description of Project Location (Assessor's

Legal Owner's Name (as listed in the Kern County Assessor's records) or Preliminary Title Report:

Mailing Address

Phone:

Email:

(Staff Use Only)

File Number:

Related Files:

Project Description *Required

SECTION 3: All Patio(s) and Porch Must meet the Required Setbacks (R-1 and R-3)

In any type of R-1 and R-3 zone, there shall be a *side yard on each side of a main building of not less than five (5) feet*, except that on the street side of corner lots there shall be a side yard of not less than ten (10) feet.

In any type of R-1 and R-3 Zone, there shall be a side yard on each side of a main building of not less than five (5) feet, except that on the streets side of corner lots there shall be a side yard of not less than ten (100) feet.

In any type of R-1 and R-3 zone, there shall be a rear yard behind every main building of not less than ten (10) feet.

SECTION 4: Attach Site Plan * See example Below

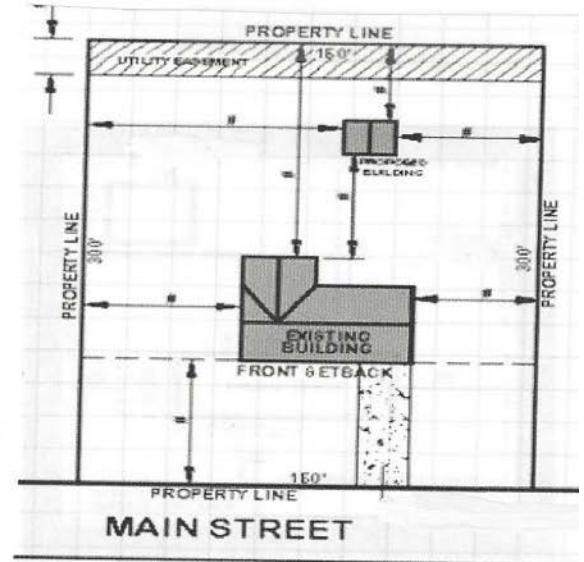
Site Plan Example

This is best used for residential plans.

Please provide the following information on the site plan. All code information must be included in order for the plan to be accepted for review.

- Indicate the scale of the plan (must be engineering scale ie: 1" = 10')
- Indicate the name of the owner and the address of the property
- Show the square footage of each of the following:
 1. Lot
 2. Existing dwelling(s)
 3. Addition(s) to dwelling(s)
 4. Accessory structures (ie: garage, storage etc.)
 5. Addition(s) to accessory structure(s)
- Show the location, square footage and use of the new structure(s)
- Indicate the maximum height of the new structure(s)
- Provide the height of the exterior walls of the new building addition or structure measured from the average grade to the highest point under the roof or to the top of the parapet wall as follows:

North _____ ft high	South _____ ft high
East _____ ft high	West _____ ft high
- Provide lot coverage (the area of the site occupied by buildings, storage areas and vehicular use areas) information for the following:
 1. Square footage of vehicular use area
 2. Total square footage of building area & vehicular use area proposed.
- Provide the current lot coverage calculation
- Identify any applicable overlay zone and indicate how this project complies.
- Show the locations of the utility lines for water, sewer, electric and gas
- Show at least one street perimeter setback measured from the carport or garage and one measured from the front of the dwelling
- Show all easements of record on the property
- Indicate the zoning on the property and the surrounding properties
- Provide a legal description of the property (ie: subdivision name and lot number or metes and bounds legal if not a subdivision)



Please provide the height of the Patio: _____