

City of Simi Valley Submittal Checklist For
DEVELOPMENT AGREEMENT (DA) REQUESTS

Note: All plans must be individually folded by the applicant to a maximum 8½” x 14” size. Also, all reports or studies must be consistent with applicable City specifications, which are available upon request. (Additional copies of some documents will be required for public hearings.)

Items REQUIRED of ALL Applications:

- 4 copies of a Preliminary Title Report prepared within the past 3 months for all parcels.
- 5 copies of the development agreement.*
- 5 copies of a land use map indicating the general existing land uses and zoning within a 300 foot radius of the subject property.
- 5 copies of the site plan.*
- 1 copy of Property Owner’s Map; 3 sets of Mailing Labels (SELF-STICKING); and, 1 signed Certified Property Owner’s List Affidavit.* These items must be prepared within the past 3 months.
- Applicable fees.**

Items that MAY BE REQUIRED in addition to the above:
(Needed information will be checked by the case planner)

_____ Additional information or special studies may be required with your application. Their need will be determined by your case planner after review of your request.

* Guidelines on the preparation of this item are available upon request.

** Refer to Department of Environmental Services Summary of Service Charges.