



INFILL DEVELOPMENT Pre-Application Submittal Form For Private Projects

PROJECT INFORMATION

Date: _____

Project Name: _____

Project Applicant: _____

Project address: _____ Phone _____

Project Description _____

NOTE: Attachment of a site and or floor plan is greatly encouraged.

Email address _____

New Construction Tenant Improvement

Sq. Ft. (Existing) _____ Sq. Ft. (Proposed) _____

Occupancy Group: _____ # existing bathrooms _____

Have you spoken with any other City Staff regarding the proposal? Yes No

If "Yes", please identify with whom you spoke and the approximate date below:

Does the proposal include any of the following within the scope of the project?

Addition of any "enclosed" area for retail, office, storage, or other use Yes No
Details _____

Addition of any new walls (load bearing or not), rooms, or other structures Yes No
Details _____

Addition of any new plumbing fixtures (e.g. sinks, bathrooms, etc...) Yes No
Details _____

Addition of any new electric equipment (e.g. lighting, hvac, kitchen or business equipment) Yes No
Details _____

Any change in the "use" of the building (e.g. from office to restaurant; or retail to assembly) Yes No
Details _____

Any changes to the exterior of the building Yes No
Details _____

Any changes to the site design (parking, landscaping, outdoor storage, etc...) Yes No
Details _____

Note to Applicant: When you have completed this form, please return to:

Bill Aiken
City of Roseville
311 Vernon Street
Roseville, CA 95678
baiken@roseville.ca.us

If additional questions please contact the City's Planning & Redevelopment Dept., Bill Aiken (916) 774-5271