



City Planning Counter

The Planning Division is the support staff for the Planning Commission, and assists the Commission, Department and Community in fulfilling the vision, goals, and policies as defined by the Municipal Code.

The Planning Division is the principle office responsible for processing land use applications such as Conditional Use Permits, Design Review, Tentative Tract/Parcel Maps, Sign Permits, and Home Occupation Permits. The Division is also a necessary step in the business license application process.

All new developments or modifications/upgrades to existing commercial, industrial, or residential structures must be reviewed for conformance to the Development Code, the City's General Plan and/or Specific Plan before that construction may begin. (Building permits may be required in addition to the Planning Division's review and/or fees.)

Planning Division staff is available to meet with you by appointment if you cannot visit during counter hours. Please call (909) 625-9477 for an appointment. To learn what you will need to bring at your counter visit for discussion and/or approval, please contact a City Planner.