



E-SUBMITTAL CHECKLIST AND QUESTIONNAIRE

Please save and upload **PDFs** of all required DOCUMENTS and PLANS from the checklist below. All pre-application attachments uploaded to the Online Plan Submission Portal must comply with the E-Plan Submittal Requirements.

- STEP 1:** Select project group: **PUBLIC WORKS ENGINEERING**
- STEP 2:** Select project type: **Small Utility Facility Plans (CELL)**
- STEP 3:** Complete the required documents and questionnaire (if applicable) below.
- STEP 4:** Log in to the [Online Plan Submission Portal](#) and enter your project information to begin the pre-application process.
- STEP 5:** Upload your completed PDF documents.

ADDITIONAL INFORMATION

1. All submissions must comply with the City of Irvine [E-Plan Submittal Requirements](#).
2. All submitted plans must have an Assessor's parcel number.
3. Once your pre-application has been processed, you will receive a request for payment of your plan review fees. Please note, your submittal will not be distributed to applicable City departments, nor will your plan review period begin, until full payment has been received (see [Fee Schedule](#)).
4. If you are only looking to receive Advanced Plan Check Fees and do not have plan sheets to upload for review yet, upload this completed E-Submittal Checklist and Questionnaire in PDF as a plan document to the Online Plan Submission Portal. Staff will send you the plan check fees, assuming the plans will be submitted at a later date.
5. All submitted documents must be in a complete and final form. No partial or incomplete submittals will be accepted without prior approval by the City Engineer.

DOCUMENTS

- [Electronic/Digital Signature Disclosure](#)
- [Building Permit Application](#)
- [Small Utility Facility Permit Checklist](#)
- [Developer Deposit Case Set Up](#)



COMMUNITY DEVELOPMENT
Building and Safety

BUILDING PERMIT APPLICATION

FOR OFFICE USE ONLY	
PLAN CHECK #:	_____
SUBMITTAL DATE:	_____
TARGET DATE:	_____
EXP DATE:	_____

PROJECT ADDRESS		SUITE	GRID NUMBER
TRACT	LOT	UNITS	
RESIDENTIAL TRACTS: PRODUCT NAME		PHASE	VILLAGE
PERMIT TYPES APPLIED FOR			
<input type="checkbox"/> RESIDENTIAL BUILDING <input type="checkbox"/> COMMERCIAL BUILDING <input type="checkbox"/> STRUCTURAL <input type="checkbox"/> NON-STRUCTURAL <input type="checkbox"/> PLUMBING <input type="checkbox"/> ELECTRICAL <input type="checkbox"/> MECHANICAL			

APPLICANT INFORMATION			PROJECT INFORMATION		
APPLICANT/COMPANY NAME			DESCRIPTION OF WORK		
ADDRESS	CITY	ZIP			
CONTACT	PHONE				
EMAIL			RELATED GRADING CASE/OTHER RELATED CASES		
OWNER OF THE PROPERTY			DOES THE SCOPE INCLUDE AN ACCESSORY DWELLING UNIT? <input type="checkbox"/> YES <input type="checkbox"/> NO		
ADDRESS			DOES THE PROPOSED USE INCLUDE MEDICAL OR CHIROPRACTIC OFFICES; OR RETAIL OR WAREHOUSE? <input type="checkbox"/> YES <input type="checkbox"/> NO		
ADDRESS	CITY	ZIP	OCCUPANCY GROUP(S)	CONSTRUCTION TYPE	
CONTACT			OCCUPANCY CURRENT	PROPOSED	
PHONE	EXT	FAX	CURRENT USE	PROPOSED USE	
TENANT NAME	VALUATION	NO. OF STORIES	SPRINKLERS	A/C	
			<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

FOR OFFICE USE ONLY: PLAN CHECK FEE SUMMARY

BUILDING: _____ ELECTRICAL: _____
 ENERGY: _____ MECHANICAL: _____
 ZONING: _____ PLUMBING: _____
 WMPB: _____ AUTOMATION: _____

TOTAL PLAN CHECK FEES: \$ _____

RECEIPT #: _____ CUSTOMER #: _____
 IFAS#: _____ EST INITIALS: _____
 TMPL#: _____ SUB INITIALS: _____
 TMPL#: _____ TMPL#: _____
 TMPL#: _____ WMPB#: _____

BY SIGNING BELOW, I CERTIFY THE ABOVE INFORMATION TO BE TRUE AND CORRECT.

EXISTING BUILDINGS

CHECK ALL THAT APPLY TO YOUR SCOPE OF WORK

INT. ALT. _____ sq.ft. DEMOLITION _____ sq.ft.
 EXT. ALT. _____ sq.ft. REPAIR _____ sq.ft.
 ADDITION _____ sq.ft. PARKING LOT _____ sq.ft.
 NO. OF SPACES _____

NEW BUILDINGS ONLY

COMMERCIAL: Complete data sheet for multiple buildings.

TOTAL NUMBER OF BUILDINGS: _____
 TOTAL SQ. FT. OF ALL BUILDINGS: _____

RESIDENTIAL: Complete data sheet for multiple floor plans.

CHECK ONE: MODELS PRODUCTION
 CHECK ONE: SFD DET CONDO
 CHECK ONE: ATT CONDO APT

TOTAL NUMBER OF DWELLING UNITS: _____
 TOTAL SQ. FT. OF DWELLING UNITS: _____

APPLICANT SIGNATURE _____ PRINT APPLICANT NAME _____ DATE _____



SMALL UTILITY FACILITY PERMIT CHECKLIST

A Small Utility Facility (SUF) shall be reviewed and approved consistent with the procedures and standards set forth in Chapter 2-36 and Chapter 3-40 of the Zoning Ordinance. Pursuant to Section 2-36 of the Zoning Ordinance, a SUF Permit request must be submitted as a Building Permit Application and shall include a completed Small Utility Facility Checklist as part of the application submittal package, along with all other required documentation. The cost of processing the SUF Permit request will be charged to the Building Permit. Complete Sections 1-3 and checklist items beginning on page 2.

SECTION 1 - APPLICANT DATA

APPLICANT NAME		FIRM NAME	
ADDRESS		PHONE	FAX
CITY	ZIP	EMAIL	

I hereby certify that the information contained herein and in the accompanying exhibits is true and correct to the best of my knowledge and belief. Per State Government Code Section 65483, I acknowledge that I am applying for a development permit.

APPLICANT SIGNATURE _____

DATE _____

SECTION 2 - PROPERTY OWNER AUTHORIZATION

PROPERTY OWNER OF RECORD (Print)		
ADDRESS		
CITY	ZIP	PHONE

I am the owner of record, or his/her authorized representative, of the property which is the subject of this application. I approve of the action requested.

PROPERTY OWNER SIGNATURE _____

DATE _____

SECTION 3 - PROJECT LOCATION/LEGAL DATA

SITE ADDRESS	PLANNING AREA
LEGAL DESCRIPTION (Tract, Lot, Parcel)	ASSESSOR'S PARCEL NUMBER
PREVIOUSLY APPROVED DEVELOPMENT CASES FOR THIS SITE	
RELATED DEVELOPMENT CASE SUBMITTALS AT THIS TIME? IF YES, PLEASE LIST OTHER CASE TYPES:	
<input type="checkbox"/> YES <input type="checkbox"/> NO	

FOR CD USE ONLY

CASE# _____ STAFF APPROVAL _____ DATE _____

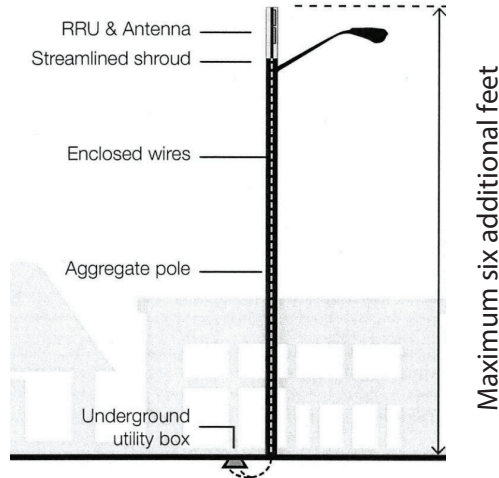
NOTE: Staff signature will be provided at the time the checklist has been determined complete and approval of the SUF Permit request has been granted.

SMALL UTILITY FACILITY PERMIT CHECKLIST

The following is a list of materials which must be submitted in order to have a complete application. Consult with the Community Development Department if you have questions. Please do not turn in your application until all materials which apply to your proposal have been gathered. Your application will be reviewed for completeness by utilizing the items within this checklist.

CHECKLIST

SECTION 1: QUALIFICATIONS FOR REVIEW AS A SUF BUILDING PERMIT



The above image is an example of a facility that complies with the Objective Concealment Standards listed in this Chapter. It is not intended to be interpreted as an all-inclusive standard in and of itself. A small utility facility must meet all standards listed in Chapter 3-40.

The proposed facility must conform with all the following objective concealment measures in order to be processed as a building permit. If one or more of the following requirements is not met, the facility will be denied as the final decision. The Concealment Standards should be listed as a note on the plans and should also be shown and labeled in all drawings on the plans.

- Every part of the small utility facility shall be painted and coated to match the predominant color and texture of the support structure and existing surrounding poles.
- The diameter of the small utility facility and support structure, including any concealment elements, shall be a maximum of 12 inches.
- The height of the small utility facility may extend a maximum of six feet beyond the height of the existing structure where the facility will be installed on an existing support structure, structure it is intended to replace where the facility will be installed on a replacement support structure, or nearest existing piece of vertical infrastructure exceeding 25 feet in height where the facility will be installed on a new support structure (excepting a replacement support structure).
- All antennas shall be mounted in a cylinder form and concealed within a shroud at the top of the support structure. There shall be no exposed equipment (conductors, wires, conduit, etc.) or backpack type installations.
- Where the small utility facility includes a new support structure (including replacement support structure), all other equipment associated with the antennas shall either be mounted in the same shroud that houses the antennas, within the support structure, or underground and shall be considered part of the "equipment associated with the facility".

SMALL UTILITY FACILITY PERMIT CHECKLIST

- Where the small utility facility includes a new support structure (including replacement support structure), the support structure shall replicate the color, size, texture, design, function, and shape of the closest piece of vertical infrastructure located in the public right-of-way that exceeds 25 feet in height.
- Where the small utility facility will be installed on an existing support structure, all equipment associated with the facility shall be located and arranged on the existing support structure so as to replicate the color, size, texture, and shape of the existing support structure. There shall be no exposed wiring, backpacks, or other equipment.
- All undergrounded equipment, including any pull boxes or other cabinetry, shall be located entirely underground and flush with existing sidewalk or ground surface. All undergrounded equipment shall be considered a part of the "equipment associated with the facility."
- Except as otherwise required by law, all signage colors must be consistent with the color of the structure and shall be located a maximum of two feet below the proposed antenna shroud.
- Small utility facilities shall meet a minimum distance along the following roadways as shown in Exhibit A. Distances shall be measured along a horizontal line between the closest points of the subject pole and a residential structure.

Major or Primary Highways:	Minimum 50 feet distance
All Other Lower Category/Speed Roadways:	Minimum 75 feet distance

NOTE: This distance requirement does not apply to facilities to be located in the Irvine Business Complex (Planning Area 36).

- Small utility facilities shall not be installed on any new support structures (excepting replacement support structures) that would be located within 150 feet (on center) of any preexisting vertical infrastructure exceeding 25 feet in height or any preexisting small utility facility, as measured along a horizontal line between the subject piece of infrastructure or small utility facility and proposed small utility facility. Notwithstanding the above, at no point may a new support structure be located within 20 feet of an existing tree.
- Small utility facilities shall be located within the public right-of-way or commercial properties.
- Small utility facilities shall not be located within 50 feet of a school or park as measured along a horizontal line between the closest points of the subject pole and the school or park property line.
- Replacement support structures shall be located a maximum of 5 feet from the structure they replace, unless it is clearly demonstrated that this limit would cause the facility to physically interfere with existing underground utilities.
- New structures, including replacement support structures, shall provide the same setbacks as adjacent structures of a similar style, unless it is clearly demonstrated that this limit would cause the facility to unreasonably physically interfere with existing utilities.
- Small utility facilities shall not include above-ground equipment of any kind that is not fully enclosed within the support structure or shroud. Further, any part of the facility located on the ground must be located below ground-level.

SECTION 2: PRE-SUBMITTAL MEETING (Not required, but strongly recommended)

- A meeting with a staff planner to discuss the project and required submittal materials.

SMALL UTILITY FACILITY PERMIT CHECKLIST

SECTION 3: SUBMITTAL REQUIREMENTS

- A complete Development Case Application signed by the owner of the structure, the structure to be replaced, or the underlying property (see page 1 of the Checklist form).
- Detailed plans showing and describing the layout and design of the proposed project, including a depiction of the boundaries of the site on which the project will be developed.
- An alternative site analysis assessing the potential of adjacent properties/locations.
- A completed Small Utility Facilities Permit Checklist, and all of the associated materials included on the checklist, which is available from the Community Development Department or its website.
- Documentation that the facility will comply with all federal and state regulations and guidelines, including (where applicable) FCC regulations and guidelines.
- When submitting a Batch Small Utility Facility Application consisting of multiple facilities, the applicant shall submit a separate Development Case Application, checklist and questionnaire for each facility that is a part of the application.

SECTION 4: PROCESSING FEES

- A deposit or fee for processing the associated building permit as set forth in the City's fee schedule.

SECTION 5: PROJECT PLANS

- Three (3) full-size construction quality plans of the proposed project with an exact PDF copy on compact disk, wet stamped by a professional engineer, showing the entire proposed structure in plan and elevation views, all proposed changes in plan and elevation views, and all utility runs and points of contact. The plans must be drawn at 1" = 20' or a comparable scale, and shall include the following information:
 - Location, dimensions and height of the existing structure and/or surrounding structures over 25 feet in height.
 - Location, type, dimensions, height, number, color and technical specifications of proposed antennas.
 - Location, type, dimensions, gross floor area, height, materials and color of proposed equipment structure. Location of exhaust ports or outlets.
 - Location of existing and proposed power, telephone and other utilities serving the site.
 - Specific landscape, screening and fencing materials. Landscape plans shall include size, species, location, distance apart, plus irrigation and maintenance plans.
 - Existing and proposed setbacks from property lines, nearest residential structure and residentially zoned properties.
 - Location of adjacent roadways and proposed means of access.
 - Labels of surrounding land uses.
 - Applicable concealment standards included as a note on the plans and shown and labeled in drawings.

SECTION 6: SUPPORTING DOCUMENTS

- An assessment of noise that shows compliance with City noise standards if new equipment cabinets, generators, or any other underground equipment components are being proposed.

SMALL UTILITY FACILITY PERMIT CHECKLIST

- Noticing materials subject to Zoning Code Section 2-23-1. Noticing shall be required only in the event an applicant appeals a decision made by the Department of Community Development to deny an SUF or in the event the Planning Commission calls up the case. In such case, the SUF shall go before the Planning Commission for review and action.
- Prior Approvals.* For modifications only. Copies of the approved building permit plans from the original approval along with the most recent approval affecting the project.

SECTION 7: OBJECTIVE STANDARDS

- The project must comply with all the following objective standards, and these standards shall be included as a note on the plans:
 1. Each facility shall comply with the City's applicable building, structural, electrical, and safety codes and with all applicable Americans with Disabilities Act requirements.
 2. Each facility shall comply with the City's noise ordinance pursuant to Section 6-8-2 of the Code of Ordinances. In the event of a noise complaint, the applicant shall submit a noise study for review and approval by the Director of Community Development which demonstrates that the equipment complies with the Noise Ordinance. The study shall include cut-sheets detailing the following information:
 - A. The ambient noise levels in the immediate area;
 - B. The maximum dB level emitted from the equipment cabinet without sound attenuation measures installed;
 - C. If the equipment cabinet noise levels can be heard above ambient or are in excess of the City's Noise Ordinance standard, the noise study shall recommend attenuation measures that are in keeping with the wireless facility's surroundings and overall design context;
 - D. The maximum dB level emitted from the equipment cabinet with the recommended attenuation measure(s).
 3. Ongoing maintenance, upkeep and operation of the small utility facility and surrounding landscaping is required and is the responsibility of the applicant. This includes but is not limited to maintaining and re-finishing the facility's paint, finish, color, and textured surfaces due to sun damage or wear and tear; re-finishing any surfaces on the sidewalk or public right-of-way due to maintenance of the wireless facility and associated areas; and re-planting any vegetation damaged due to maintenance of the wireless facility and associated areas.
 4. Applicant agrees to remunerate to the City, and to otherwise repair or rehabilitate any and all landscaping and/or hardscaping that is damaged, removed, or otherwise harmed during the installation, maintenance, or removal of the wireless facility and/or structure upon which the facility is mounted. Applicant shall ensure that when a pole is replaced or removed, any landscaping and/or hardscaping affected by the replacement or removal shall be restored to the condition existing prior to the initiation of construction. Such restoration shall be consistent with standards as determined by the City of Irvine. In the event the City repairs any landscaping and/or hardscaping damaged, removed, or otherwise harmed during the Applicant's installation or removal of the wireless facility and/or structure, the Applicant shall be liable for all charges imposed by the City for the cost associated with such repair. Alternatively, the City shall have the authority to terminate this permit for Applicant's failure to repair or replace any damage caused by Permittee.
 5. Each facility shall comply with the applicable state and federal laws, including (where applicable) Federal Communication Commission regulations, regarding radio frequency emissions, as they may be amended from time to time.

SMALL UTILITY FACILITY PERMIT CHECKLIST

6. All Radio Frequency (RF) warning and notice signage shall at all times be maintained in good condition by the Applicant, and contain on the face of each sign a local or toll-free telephone number to the network operations center where calls are answered 24 hours a day, seven days a week, as well as the Applicant's site number for this location, or other identifier used by the Applicant for the site.
7. Each facility shall not prevent the City of Irvine from having adequate spectrum capacity on the 800 MHz radio frequencies used by the City. If notified by the City's Police Department that operation of a facility is impeding the City's use of the 800 MHz radio frequencies used by the City, the applicant shall modify the operation of the facility to eliminate any material interference.
8. Applicant shall take all necessary actions to remedy interference in the event the facility materially interferes with pre-existing transmitting devices, as determined based on evidence produced to and reviewed by the Community Development Director or his/her designee,
9. The applicant shall pay all charges related to the processing of the facility within 30 days of issuance of the final invoice for this project. Failure to pay all charges shall result in delays in the issuance of required permits or may result in the revocation of the approval of the application.
10. The facility owner shall be required to modify, remove, or relocate its facility, or portion thereof, without cost or expense to the City, if and when made necessary (in the City's discretion) by:
 - A. Any public improvement project, including, but not limited to, the construction, maintenance, or operation of any underground or aboveground facilities including but not limited to sewers, storm drains, conduits, gas, water, electric, or other utility systems or pipes owned by the City or any other public agency;
 - B. Any abandonment of any street, sidewalk, or other public facility;
 - C. Any change of grade, alignment or width of any street, sidewalk, or other public facility;
 - D. A determination by the Community Development Director that the small utility facility has become a risk to public health, safety, welfare, or the public's use of the public right-of-way;
 - E. Any modification, removal, or relocation of the facility shall be completed within 90 days of written notification from the City unless exigencies dictate a shorter period for removal or relocation. Modification or relocation of the facility shall require submittal, review, and approval of a building permit pursuant to Chapter 2-36. The facility owner shall be entitled, on its election, to either a pro-rata refund of fees paid for the original permit or to a new permit, without additional fee, at a location as close to the original location as Chapters 2-36 and 3-40 allow. In the event the facility is not modified, removed, or relocated within said period of time, the City may cause the same to be done at the sole cost and expense of the carrier. Further, due to exigent circumstances, the City may modify, remove, or relocate small utility facilities without prior notice to the carrier provided the carrier is notified with 30 days thereafter.
11. Each facility for which an application is submitted and obtained pursuant to Chapter 2-36 shall comply with the following requirements, where applicable:
 - A. Building permits
 1. Where the facility will generate a wireless signature, the applicant shall provide to the Orange County Sherriff Communication bureau a letter identifying the location of the proposed facility, the wireless carrier (where necessary), the frequency band, a single point of contact in the applicant's engineering

SMALL UTILITY FACILITY PERMIT CHECKLIST

and maintenance departments (name, phone number, fax number, and email address), and a 24-hour phone number to which interference problems may be reported. A copy of this letter shall be provided to the Community Development Department and Police Department of the City.

- The applicant shall submit to the City (1) a letter stating that the facility owner will comply with the terms and conditions of the permit and that failure of the facility owner to comply with the terms of this approval shall be the responsibility of the facility owner; and (2) an acknowledgement that the
2. applicant will defend, indemnify, and hold the City harmless from any and all claims arising from or relating to the issuance of a permit to the applicant, and/or the operation of a facility covered that was issued a permit pursuant to Chapter 2-36.

The Applicant may not commence construction of the facility until after a pre-construction meeting with the city. Prior to issuance of permits, plans submitted for permits shall be verified to contain a note in a prominent location stating:

3. "Prior to construction, a pre-construction meeting shall be held to review all construction related planning conditions. Said meeting shall be arranged after permits are issued and before construction commences. Contact the Non-Residential Inspection Supervisor at 949-724-6331 to schedule a time."

B. Encroachment permits

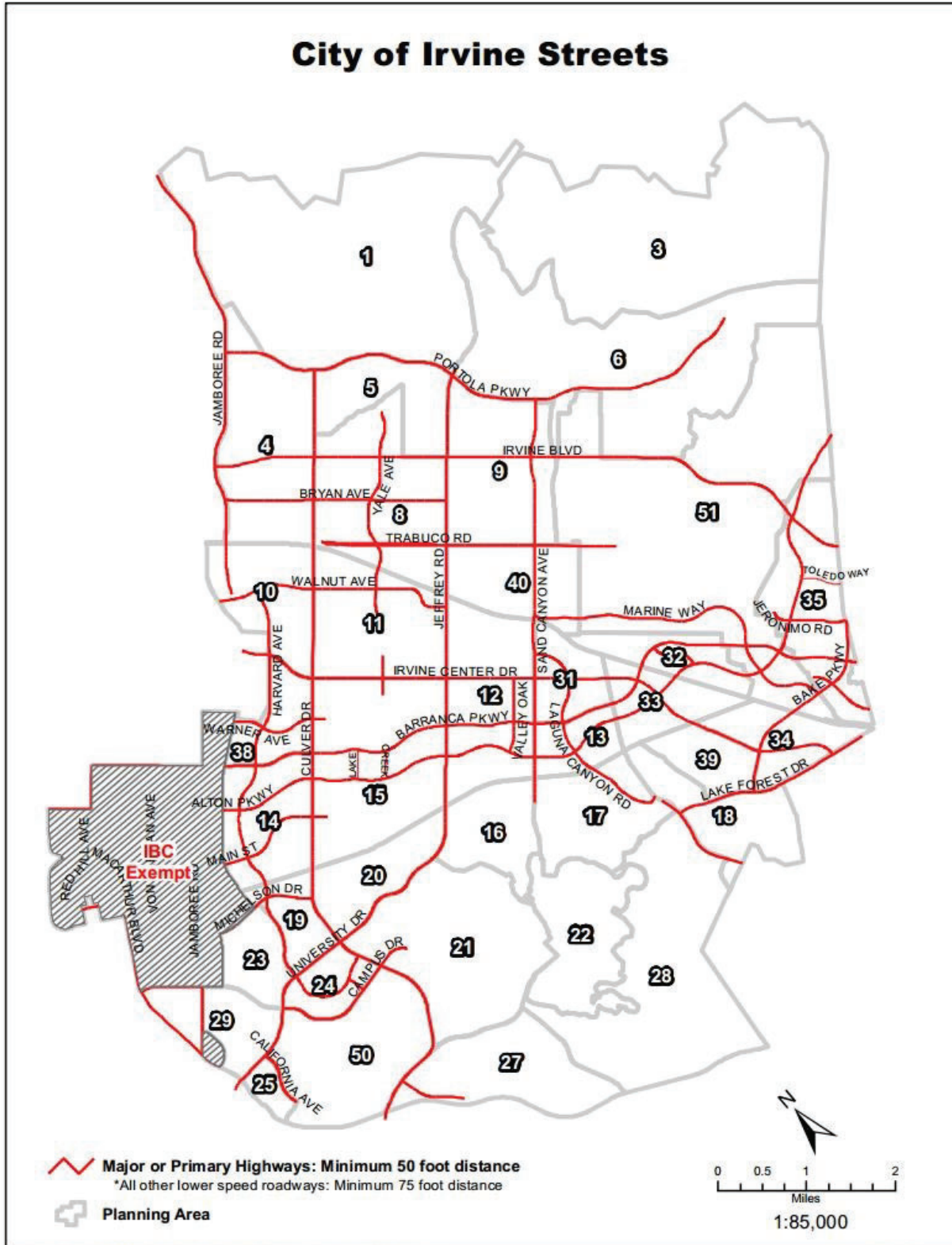
1. For all facilities that are located within the public right-of-way, the applicant shall obtain an encroachment permit consistent with the provisions of Sections 5-10-201-246 of the Code of Ordinances. Maintenance vehicles shall not park within public right-of-ways without approval of an encroachment permit.

C. Prior to authorization to use, occupy, and/or operate a facility:

1. Permanent power shall not be connected to the facility, nor shall signal transmission or reception occur by way of temporary power, nor shall permanent power be released or provided for unattended site operation until final inspection has been approved.
2. Applicant shall submit a post-installation test to confirm that "advanced planning and frequency coordination" of the facility was successful in not interfering with the City of Irvine Public Safety radio equipment. The Communications Division of the Orange County Sheriff-Coroner Department or a Division-approved contractor shall conduct the test at the expense of the applicant. The post-installation testing process shall be repeated for every proposed frequency addition and/or change to confirm the intent of the "frequency planning" process has been met.
3. All conditions imposed on a facility under Section 3-40-2 Objective Standards and Section 3-40-3 Objective Concealment Standards of this Chapter shall be inspected, reviewed, and verified to have been satisfied.

SMALL UTILITY FACILITY PERMIT CHECKLIST

EXHIBIT A





DEVELOPER DEPOSIT CASE SET UP

APPLICANT INFORMATION			BILLING INFORMATION			DEPOSIT REFUND INFORMATION		
			<input type="checkbox"/> SAME AS APPLICANT?			<input type="checkbox"/> SAME AS APPLICANT? <input type="checkbox"/> SAME AS BILLING?		
COMPANY NAME			COMPANY NAME			COMPANY NAME		
ADDRESS			ADDRESS			ADDRESS		
CITY	STATE	ZIP	CITY	STATE	ZIP	CITY	STATE	ZIP
COMPANY PHONE			COMPANY PHONE			COMPANY PHONE		
CONTACT PERSON			CONTACT PERSON			CONTACT PERSON		
CONTACT PHONE			CONTACT PHONE			CONTACT PHONE		
EMAIL			EMAIL			EMAIL		

As an authorized representative of the applicant, I hereby consent, by my signature below, that I understand the following:

The service of processing an application for development of property in the City of Irvine is of primary benefit to the applicant. The cost of processing an application is charged according to the hours spent by staff in reviewing and analyzing the project, including checking plans, writing staff reports, preparing environmental analyses, notifying and responding to the public and attending public hearings. The applicant receiving benefit from the service shall pay the cost of these services. Total cost varies according to the size of the project and the complexity of the issues involved. At the City's sole discretion, a consultant may process the application. Pursuant to City Council Resolution 13-50, for development applications, the applicant will pay all costs for consultant services inclusive of any applicable "in-house" administrative costs. In no instance will the administrative fee plus the consultant contract rates exceed the hourly rates charged by City staff. Project specific expenditures such as City Attorney services, postage for mailing public notices, advertising, etc., have been excluded from the hourly rates. These project specific expenditures will be billed "at cost" on a project by project basis to the applicant.

The deposit creates an account to which processing time is charged. Case processing charges will automatically be drawn against the deposit funds until the minimum balance is remaining. All charges for services beyond the maximum balance requirement will be invoiced to the applicant on a monthly basis. Accompanying the invoice will be a statement, which will include a description of services rendered during the billing period. **If payment is not received within seven (7) working days after the invoice due date, all development activities will be suspended until payment is received. Applicant understands and agrees that City's invoices are due and payable within 30 days of invoice date. If full payment is not received within 60 days from the invoice date, a 10 % late charge will be imposed and an additional penalty of 0.8% per month on the unpaid principal balance will be imposed beginning 90 days after the invoice date.**

Sixty (60) days after the conclusion of the discretionary case process, and after full payment of all invoices is received, any remaining deposit amounts will be refunded to the applicant.

SIGNATURE _____ DATE _____

FOR OFFICE USE ONLY

<input type="checkbox"/> NEW CASE DEPOSIT \$ _____	RECEIPT # _____
MINIMUM DEPOSIT REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO	INFORUM GOLD # _____ CASE TYPE _____
DEPOSIT WAIVED/REDUCED - EXPLAIN _____	DD TRANSLATION # _____
<input type="checkbox"/> ADDITIONAL DEPOSIT (Existing case)	RELATED CASES _____
<input type="checkbox"/> CASH BOND \$ _____	PROJECT NAME AND LOCATION _____
<input type="checkbox"/> REOPEN OLD CASE	_____
STAFF CONTACT _____	DATE _____



COMMUNITY DEVELOPMENT / PUBLIC WORKS

ELECTRONIC/DIGITAL SIGNATURE DISCLOSURE

I understand and agree that (i) electronically signing and submitting any document(s) to the City of Irvine legally binds me in the same manner as if I had signed in a non-electronic or non-digital form, and (ii) the electronically stored copy of my signature, any written instruction or authorization and any other document provided to me by the City of Irvine, is considered to be the true, accurate, and legally enforceable record in any proceeding to the same extent as if such documents were originally generated and maintained in printed form. I agree not to contest the admissibility or enforceability of the City of Irvine's electronically stored copy of any other documents.

By using the system to electronically sign and submit any document, I agree to the terms and conditions of this Electronic/ Digital Signature Disclosure.

SIGNATURE

DATE