Applications for development permits must include, at minimum, the information in this checklist in order to be accepted for processing and evaluation for final action. Additional information may be required following initial review by staff. Applications missing information in this checklist will not be accepted for review.

☐ Completed Planning Application Form:
Applications can be obtained from the Community Development Department or by mail, fax, or at:
www.slocity.org/government/department-directory/community-development

☐ Mills Act Contract Approval Request Letter:
This letter includes a description of the property’s overall condition, historic background, City Historic Listing (property must be on the City of San Luis Obispo Master List of Historic Resources to be eligible), and other pertinent information.

☐ List of Improvements:
This list describes the repairs, improvements, or maintenance to be completed using property tax savings and a timeline for completing each maintenance item over the duration of the first 10 year contract.

☐ Other: