

## Concurrent Processing Request Letter

Date:

Manager, OC Development Services  
County of Orange  
P. O. Box 4048  
Santa Ana, CA 92702-4048

1. I, \_\_\_\_\_, as the legal agent or owner for \_\_\_\_\_,  
*(Owner Name)* *(Property Address or APN)*  
agree with the following:
  - I am presently processing a discretionary permit # \_\_\_\_\_  
*(Application Number)*  
for: \_\_\_\_\_  
*(Project Description)*
  - I understand that the County process requires discretionary approval prior to the review of ministerial permits.
  - I don't have that discretionary approval at this time.
  - I also would like to process several ministerial permits ( \_\_\_\_\_ ).  
*(Permit Numbers)*
2. I would like to process several ( \_\_\_\_\_ ) ministerial permits concurrent with the discretionary review. I am requesting concurrent review of our ministerial permit(s) for the following reason(s):
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_
  - c) \_\_\_\_\_
3. I agree that no ministerial permits will be issued unless they comply with the final discretionary approval, now under review.
4. I understand that I will be responsible for my own time and cost for revising my ministerial permits to meet the discretionary requirements, prior to issuance. I understand I will be proceeding at my own risk since I do not have an approved Planning Application.
5. I agree to hold the County of Orange harmless of any damages arising from the consequences of my request to concurrently process the ministerial and discretionary permits.
6. I also will assume all responsibilities for the costs, delays and any other issues arising from my decision to go forward and not wait for the final discretionary approval. I understand all charges for the ministerial permits are nonrefundable.

Signed and Notarized by Agent or Owner

Concurrence by Manager, OC Development Services

\_\_\_\_\_

\_\_\_\_\_

**\*Note to Staff:** If the ministerial plans are not in compliance with pending discretionary permit application, then explanation of that discrepancy must be part of this letter.