

# 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 \_\_\_\_\_ agree with the following:
  - I am presently processing a discretionary permit # \_\_\_\_\_ for: \_\_\_\_\_
  - 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 (\_\_\_\_\_).
  
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

\_\_\_\_\_

\_\_\_\_\_

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cc: Property Owner  
Lead Project Planner  
Manager, OC Planning  
Manager, Building 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.