



Site Plan Checklist

- **What should be shown on the site plan?**
 - Topographic information
 - Location of all existing structures and the setbacks
 - Location of all proposed structures
 - Location and dimensions of all driveways, maneuvering areas and parking areas
 - Location of trash receptacles
 - Distance between property line and centerline of the adjacent streets
 - Required road improvements
 - Proposed and existing landscaped areas
 - North arrow and scale
- Submit an elevation drawing of any buildings and/or structures
- Plot plan to address the source of water supply
- Sewage disposal method
- Underground utilities
- Type of fencing
- **Who reviews the site plan?**
 - City Public Works – City Water, sewer, and streets
 - City Engineer – City water, sewer, drainage, grading, and streets
 - Fire Department – Large developments for access and fire suppression (sprinklers and fire hydrants)
 - Caltrans (if proposed development is within 1000 feet of an interchange)
- With your site plan, submit the following:
 - Master Application / signed and completed
 - All fees paid
- **Environmental Review checklist**
 - Completed by the City Planner or a consultant
 - CEQA determination – Categoricaly exempt, negative declaration, mitigative negative declaration, environmental impact report.
- **Planning Commission for approval**
- **City Council for approval**