

VIII. PROCESS

The application will be first reviewed for completeness by City Staff. After City acceptance of said application as complete, the application will be scheduled for a public hearing before the Planning Commission followed by a public hearing before the City Council. The Planning Commission shall be the recommending body and the City Council the approving body. The decision of the City Council is final.

For application processing fees and payment of City application fees, please contact the Planning Department at (209) 394-8041, Extension 112.

PURPOSE OF SITE AND ARCHITECTURAL REVIEW

The purpose of a Site plan and Design Review is to ensure that projects within the City of Livingston reflect quality site planning and architectural design approaches based on the City's adopted Design Guide are compatible with surroundings, and adhere to City Codes promoting the general good health and safety of the community.

WHEN IS A SITE PLAN DESIGN REVIEW REQUIRED?

Site plan and design review is triggered by requirements of a property's zoning district. Typically, site plan and design review is required for: new structures; any relocation, exterior addition(s), or changes to existing structures. Significant site plan changes and other similar physical improvements shall be subject to Site Plan and Design Review, whether or not a building permit is required.

SITE PLAN AND DESIGN REVIEW



CITY OF LIVINGSTON

PLANNING DEPARTMENT

City of Livingston
Planning Department
1416 'C' Street
Livingston, CA 95334
Telephone (209) 394-8041, Ext. 112 or 123
Fax (209) 394-4190

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APPLICATION SUBMITTAL REQUIREMENTS

Six (6) sets of plans (24" x 36"), fifteen (15) sets (11" x 17"), and one (1) set (8 1/2" x 11") must be provided with the initial application. If any revisions are made to the plans, new sets of revised plans will be required. Large sets (24" x 36") shall be folded with the title block visible in the lower right corner.

I. SITE PLAN

The following information must be included on a site plan:

- A. The lot of parcel involved, showing shape and dimensions.
- B. Abutting streets and names, indicating distance from centerline.
- C. North arrow and scale.
- D. The location of proposed new and existing buildings, if any, and their uses and distances to lot lines.
- E. All existing and proposed driveways, approaches, barriers, parking spaces and loading areas.
- F. Approximate location, size and species of trees or group of trees on the property, and general information of those to be removed.
- G. Location of utility lines (power, telephone, sewer, water.)
- H. With dotted lines, indicate any additions to an existing structure.
- I. Proposed landscaping shall be shown on the site plan until separate landscape/planting plans are requested by staff.
- J. Drawings must be to scale.

II. BUILDING ELEVATIONS

Elevation drawings must be provided in sufficient scale and detail to provide the Planning Commission with a clear rendition of the appearance of the structure after completion. Front, side, and rear elevations are required. The elevations must also include a color materials board indicating the type of exterior materials (e.g. type of siding, roofing materials) and colors proposed to be used.

III. FLOOR PLANS

Floor plans of all stories with rooms, exterior doors and windows, and seats (for eating establishments) indicated, so that parking and coverage calculations can be made.

IV. LANDSCAPE PLAN

Landscape plans must be submitted and may be combined with the site plan. The landscape plan must be drawn to scale and shall provide for a combination of trees, shrubs, groundcover, and other landscape features to provide a pleasing design. (Please refer to the City approved street trees/shrub list). Landscaping must complement the design character of the building or development and be useful as a screening element. The planting materials proposed should be native or adaptable to the local climatic conditions without excessive watering requirements. The plan must illustrate the proposed location, common and botanical name and container size for each plant. Groundcover areas on the plan must be indicated by names and spacing of plants. For plants other than groundcover, circles shall be used at each plan location which indicates the approximate diameter of the plant at maturity

(after ten years). Landscape plans must also identify irrigation methods for landscaping improvements.

V. OTHER REQUIREMENTS

- A. Signed and initialed application form.
- B. Payment of all City application fees.
- C. Copy of a Preliminary Title Report.

VI. EVALUATION OF PROJECT

Applications are evaluated according to the following criteria:

- A. The structure shall be designed so that it contributes to the compatibility, appearance in neighborhoods, reduction of negative impacts of non-aesthetic development, and orderly development of the community.
- B. The structure is in harmony with present and proposed adjacent development in the area. It must conform to the City's General Plan and zoning requirements.

VII. ENVIRONMENTAL REVIEW

Some Site Plan and Design Review applications must undergo environmental review under the California Environmental Quality Act (CEQA). The preliminary environmental review will be conducted by Planning Department consultants. The applicant may be required to submit information concerning traffic, noises, biological factors, etc.