

CITY OF SONORA



PLANNING COMMISSION
SITE PLAN REVIEW APPLICATION

APPLICANT: _____

MAILING ADDRESS: _____

PHONE: _____ CELL#: _____ EMAIL: _____

OWNER'S NAME: _____

MAILING ADDRESS: _____

PHONE: _____ CELL#: _____ EMAIL: _____

ADDRESS OF PROPERTY INVOLVED: _____

ASSESSOR'S PARCEL NUMBER: _____

PROPOSAL: _____

PREREQUISITES BEFORE APPLICATION CAN BE CONSIDERED COMPLETE:

Completion of this application form and payment of fees: **\$240.00**

Submittals per Site Plan Review Checklist (attached)

Letter of authorization from property owner if applicant is not the owner

Completed and signed Indemnification Agreement (attached)

Other information may be required upon review by the Community Development Director

I certify that the foregoing is true and correct to the best of my knowledge and belief.

Signature: _____ Date: _____

FOR CITY USE ONLY

Received By: _____ Title: _____

Date: _____

**CITY OF SONORA
SITE PLAN REVIEW PERMIT
CHECKLIST**

REQUIRED SUBMITTALS: Site Plan Review

The following items are required for all site plan review applications to be deemed complete unless otherwise stated or determined inapplicable by City staff:

___1.	Site Plan Review Application
___2.	Legal Description. Legal description of the property (e.g., from deed, title report)
___3.	Site Plan (to scale). See attached for requirements and Sample Site Plan. Number of copies: _____. Number of reduced (8-1/2" X 11") copies: _____.
___4.	Floor Plans. Plans for all proposed structures. Number of copies (to scale): _____. Number of reduced copies: _____.
___5.	Exterior Elevations. Include front, side and rear elevations; proposed colors and materials for siding, roofing, windows etc. Identify location of proposed signs, if known. Number of copies (to scale): _____. Number of reduced copies: _____.
___6.	Landscape Plan in accordance with Chapter 12.20 of the Sonora Municipal Code. Number of copies (to scale): _____. Number of reduced copies: _____.
___7.	Preliminary Drainage Plan ___ Project valued at \$100,000 or more in site work (Required) ___ May be required by City Engineer after initial project review
___8.	Preliminary Grading Plan ___ Project valued at \$100,000 or more in site work (Required) ___ May be required by City Engineer after initial project review
___9.	Phasing Schedule. Written schedule for large projects identifying sequence (and estimated start and completion dates) of improvements.
___10.	Electronic Version of item #s: _____ (.pdf or other format viewable by City staff).

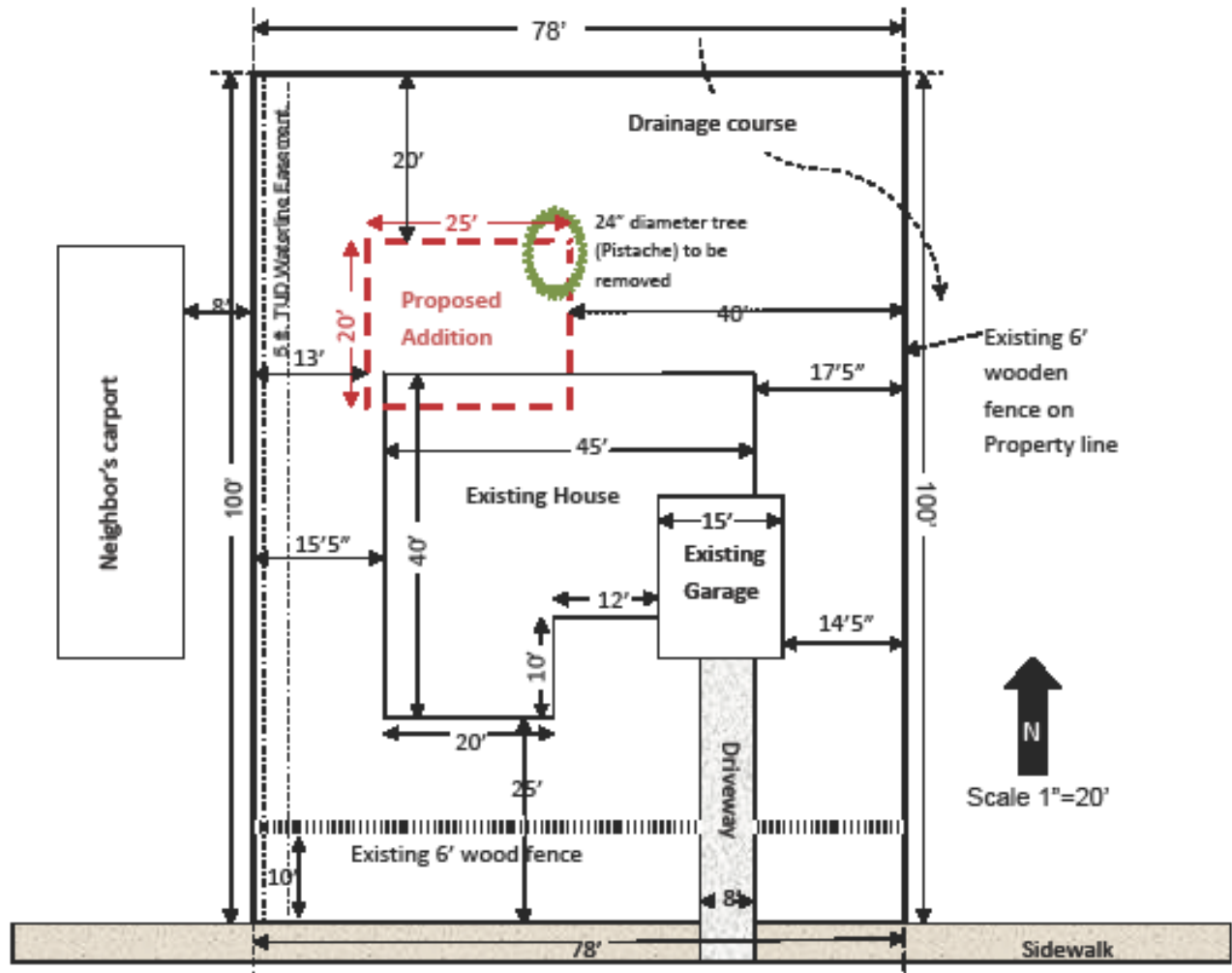
<p>___ 11.</p> <p>___ 12.</p>	<p>Additional information as determined by the Community Development Director as necessary to evaluate the consistency of the proposed project with the Sonora Municipal Code and/or potential impacts of the proposed project pursuant to the California Environmental Quality Act (CEQA):</p> <p>___ Lighting plan ___ Noise study ___ Undergrounding of Utilities</p> <p>___ Traffic study ___ Cultural resources evaluation</p> <p>___ Other: _____</p> <p>___ Environmental Questionnaire</p>
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SITE PLAN REQUIREMENTS

REQUIRED DETAILS:

- A. Drawn in ink on paper of good quality at an appropriate engineer's scale. Plan lines and details shall be dark enough to be easily reproduced.
- B. General information: title block (including name, address, and telephone number of the applicant, property owner, plan preparer, assessor's parcel numbers), north arrow and scale.
- C. Dimensions and area of the entire project site including all property lines (to scale).
- D. Encroachment(s)/access to the site, existing and proposed.
- E. Easements: Identify the location of road, drainage, utility or other easements.
- F. Existing and proposed development, including, but not limited to (as applicable):
 - Structures (include applicable setbacks from property lines, square footage, existing and proposed uses of structures),
 - Streets, alleys (including names and widths, required right-of-way dedications if known)
 - Parking areas (on-site and off-site),
 - Vehicle circulation patterns
 - Driveways
 - Walkways, sidewalks or other pedestrian facilities
 - Trash enclosures
 - Walls, fences, gates or screening (identify heights, materials and locations)
 - Loading areas
 - Undeveloped open areas to be retained
 - Undergrounding of Utilities for commercial development including existing/new electric, phone, fire alarm conduits, street lighting wiring, cable television and other wiring conduits and similar facilities; *single family residences and duplexes are exempt*
- G. Topography or general slope (pre- and post-project if significant grading is anticipated). Additional information may be required for hillside development subject to Sonora Municipal Code Chapter 17.34 (Hillside Preservation Ordinance).
- H. Location of trees 6" or greater diameter at breast height (dbh). Indicate whether trees will be retained or removed.
 - I. Water courses or other natural features to be retained, modified or removed.

Sample Site Plan



Barretta Street

Owner:
 John Smith
 P.O. Box 123
 Sonora, CA 95370
 (209) 555-5555 (ph)/(209)444-4444(cell)
doctorsmith@lostinspace.com

Builder:
 ABC Builders
 12345 Washington Street
 Sonora, CA 95370
 (209) 222-2222 (ph)/(209)333-3333(cell)
ioe@wecanbuildit.com

APN: 002-165-13

Site Address: 270 S. Barretta Street

City of Sonora Indemnification Agreement

Pursuant to Sonora Municipal Code Chapter 17.69 (Ordinance 776, Effective November 16, 2007); authorized applicant (or authorized agent), property owner, their successors and assigns, hereby agree to defend, indemnify and hold harmless the City of Sonora, its officers, attorneys, agents, and employees:

- I. From any claims, actions, proceedings or liability of any nature (collectively referred to as proceeding) brought against the city or its officers, attorneys, agents or employees, to attack, set aside, void, or annul any action or decision by city staff, any city planning or advisory agency, any city appeal board, the Sonora City Council, Sonora Planning Commission or other city entity including, but not limited to, any action or decision approving any development or planning permit, license, approval, authorization, general plan amendment, zoning amendment, approvals or certifications under the California Environmental Quality Act (CEQA) and/or any mitigation monitoring program; but excluding any subdivision approval governed by Government Code Section 66474.9. This indemnification shall include damages, fees and/or costs awarded against the city, if any, and cost of suit, attorney's fees, and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by applicant, the city, and/or the parties initiating or bringing the proceeding; and

From any proceeding seeking damages for property damage or personal injuries resulting from development authorized by the city pursuant to this application; and

For all costs incurred in additional investigation and/or study of, or for supplementing, preparing, redrafting, revising or amending any document (e.g., a negative declaration, EIR, specific plan or general plan amendment), if made necessary by the proceeding and if applicant desires to pursue securing these approvals, after initiation of such proceeding, which are condition on the approval of such documents; and

- II. Applicant (or authorized agent), property owner, their successors and assigns, hereby agree to indemnify the City of Sonora for all of the city's costs, fees, and damages which the city incurs in enforcing the indemnification provisions set forth herein.
- III. In the event of a proceeding, the city retains the right to approve counsel to defend the city, all significant decisions concerning the manner in which the defense is conducted, and any and all settlements, which approval shall not be reasonably withheld. The city has the right not to participate in the defense, except that the city agrees to cooperate with the applicant in the defense of the proceeding. If the city chooses its own counsel to defend the city, the fees and expenses of the counsel selected by the city shall be paid by the city. Notwithstanding the above, if the city attorney's office participates in the defense, all city attorney fees and costs shall be paid by the applicant.

Property Owner:

Print Name

Signature

Date

Authorized Applicant:

Print Name

Signature

Date

Authorized Agent:

Print Name

Signature

Date

ENVIRONMENTAL INFORMATION FORM

(To Be Completed By Applicant)

Date Filed _____

General Information

1. Name and address of developer or project sponsor: _____

2. Address of project: _____
Assessor's Block and Lot number: _____
3. Name, address and phone number of person to be contacted concerning this project:

4. Indicate number of the permit application for the project to which this form pertains:

5. List and describe any other related permits and other public approvals required for this project, including those required by City, Regional, State and Federal Agencies:

6. Existing zoning district: _____
7. Proposed use of site (Project for which this form is filed): _____

Project Description

8. Site size
9. Square footage
10. Number of floors of construction
11. Amount of off-street parking provided
12. Attach plans
13. Proposed scheduling
14. Associated project
15. Anticipated incremental development
16. If residential, include the number of units, schedule of unit sizes, range of sale prices or rents, and type of household size expected.
17. If commercial, indicate the type, whether neighborhood, city or regionally oriented,

square footage of sales area, and loading facilities.

18. If industrial, indicate type, estimated employment per shift, and loading facilities.
19. If institutional, indicate the major function, estimated employment per shift, estimated occupancy, loading facilities, and community benefits to be derived from the project.
20. If the project involves a variance, conditional use or rezoning application, state this and indicate clearly why the application is required.

Are the following items applicable to the project or its effects? Discuss below all items checked yes (attach additional sheets as necessary).

- | | Yes | No |
|--|-------|-------|
| 21. Change in existing features of any bays, tidelands, beaches, or hills, or substantial alteration of ground contours. | _____ | _____ |
| 22. Change in scenic views or vistas from existing residential areas or public lands or roads | _____ | _____ |
| 23. Change in pattern, scale or character of general area of project | _____ | _____ |
| 24. Significant amounts of solid waste or litter | _____ | _____ |
| 25. Change in dust, ash, smoke, fumes or odors in vicinity | _____ | _____ |
| 26. Change in ocean, bay, lake, stream or ground water quality or quantity, or alteration of existing drainage patterns | _____ | _____ |
| 27. Substantial change in existing noise or vibration levels in the vicinity | _____ | _____ |
| 28. Site on filled land or on slope of 10 percent or more | _____ | _____ |
| 29. Use of disposal of potentially hazardous materials, such as toxic substances, flammables or explosives | _____ | _____ |
| 30. Substantial change in demand for municipal services (police, fire, water, sewage, etc.) | _____ | _____ |
| 31. Substantially increase fossil fuel consumption (electricity, oil, natural gas, etc.) | _____ | _____ |
| 32. Relationship to a larger project or series of projects | _____ | _____ |

Environmental Setting

33. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site. Snapshots or Polaroid photos will be accepted.

34. Describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity. Snapshots or Polaroid photos will be accepted.

Certification

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Date

Signature

For _____