



*City of Calimesa Planning Department*  
**MINOR DPR APPLICATION REQUIREMENTS**

**TO BE SUBMITTED WITH MASTER LAND USE ENTITLEMENT APPLICATION**

- Fifteen (15) copies of Site Plan, drawn to standard engineering scale, depicting the following:
  - (1) Lot dimensions and the location of all existing on and off-site structures (within 25' feet of lot line) with distances to the nearest lot lines.
  - (2) The location, height and construction material of all walls and fences on-site excluding building structures.
  - (3) The location, number of spaces and internal circulation pattern for all on-site parking together with the location of any off-site parking.
  - (4) The width and location of all driveways on-site and on adjacent properties, the public rights-of-way, the nearest street intersection, and the design of all ingress and egress routes.
  - (5) The location of all proposed landscaped areas.
  - (6) The proposed use of each structure and the amount of square footage devoted to each use.
  - (7) The design and location of all areas or improvements to be made available for public use or dedicated to a public agency or utility such as the location of public telephones.
  - (8) The location, design and construction materials of all trash enclosures.
  - (9) The design and location of all signs, exterior lighting and pedestrian walkways.
  - (10) The location of all existing and proposed fire hydrants as required by the Fire Department.
  - (11) The location and screening methods of all proposed outdoor storage areas and a description of the materials to be stored in such areas.
  - (12) The percentage of landscaped area, building coverage and parking area.
  - (13) Existing and proposed public utilities, easements and drainage improvements.
  - (14) Existing and proposed water and sewer lines, connections and easements.
  - (15) Existing contours at two foot intervals for slopes up to ten percent; five foot intervals for slopes greater than ten percent.
  
- Fifteen (15) copies of Preliminary Grading Plan showing building orientations and footprints of structures.
  
- Fifteen (15) copies of all floor plans for each proposed structures.
  
- One copy of colored architectural elevations.
  
- Fifteen (15) copies of the landscaping plans indicating the species, container size and quantity of proposed plant materials, and the design of irrigation system. All landscaping plans shall be prepared by a qualified landscape architect.
  
- Fifteen (15) copies of the fencing plans.
  
- One set of color and materials board showing examples of the colors and materials of the building exteriors.
  
- A 8 1/2" x 11" legible transparency of all plans required by this section.

- ❑ All copies of the site plans, floor plans, architectural elevations and landscape plans required by this section shall be folded to an eight and one-half inch by eleven-inch size. Unfolded plans shall not be accepted and shall be cause to determine a development plan application incomplete.
- ❑ In the event the City determines the development plan review is subject to the provisions of the California Environmental Quality Act ("CEQA"), the applicant shall submit the following:
  - (1) A list of property owners according to the County of Riverside's latest equalized assessment role for each of the properties located within three hundred feet of the applicant's property.
  - (2) If the project is an industrial project, a complete narrative description of all industrial processes to be conducted on the site including: all raw, intermediate, and hazardous materials used or stored on the site, as well as all possible contaminants to the environment, such as noise, dust or vapors. Failure to disclose this information completely could result in denial of the application or revocation if already approved. If the project requires approval of other agencies such as Regional Water Quality Control Board, Air Quality Management District, Health Department or EPA, information pertaining to these approvals must be submitted.
- ❑ Any written statement in support of the development which the applicant desires to present, and any other documents which the Planning Director finds reasonable and necessary under the circumstances to protect the public health, safety and welfare.