



## *City of Calimesa Planning Department*

### **Site Plan Requirements**

(Site Plan Application Attached)

#### **The following information is required on the primary exhibit or maps:**

- Completed application with name, address and telephone number of applicant.
- Name, address and telephone number of landowner, if different.
- Name, address and telephone number of map or exhibit preparer.
- Assessor's Parcel Number(s).
- Plans must be drawn to scale.
- North arrow (orient to top of map or exhibit).
- Map Number if applicable.
- Proposed lot or space boundary lines, net acreage/square footage, and dimensions. Overall dimensions of the property and location of adjoining lot lines.
- Legal description of property.
- Vicinity map, show site's relationship to major highways and cities, and two paved accesses. Heavy dark lines will indicate paved roads (City Streets).
- Thomas Brothers map page and coordinates.
- Date map(s) or exhibit(s) were prepared.
- A statement indicating that the tentative map includes the entire contiguous ownership of the land divider or only a portion thereof.
- Existing and proposed zoning and land uses of the subject property and all adjoining property.
- Name and mailing address of property owners within a 300 ft. radius of the project site.
- One 30" X 42" standard site plan and additional exhibits.

**Applicants will provide the Planning Department with fifteen (15) sets of the following plans (if applicable):**

- Site plan – Please include on the fully dimensioned site plans: type and height of any fencing, numbered parking spaces, including loading zones (if commercial/industrial), show designated areas of landscaping, materials to be used for parking area, and Riverside County Fire Department approved screening of the fire back flow device;
- Landscape site plan shall include the following: fully dimensioned areas of landscaping, box sizes of all trees to be planted, the Latin and common names of all plants, trees, etc. to be planted;
- Elevations – North, West; South, East;
- Building sections should show any roof mounted equipment, as well as screening of any roof mounted equipment;
- Grading Plans showing flow of water runoff;
- Photometric Plan



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*City of Calimesa Planning Department*

**Site Plan Application**

File Number \_\_\_\_\_

Owners Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Alternate \_\_\_\_\_

Representative \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Alternate \_\_\_\_\_

**PROPERTY INFORMATION**

Assessor's Parcel Number(s) \_\_\_\_\_

General Location \_\_\_\_\_

Street Address \_\_\_\_\_

Lot Dimensions/ Acreage \_\_\_\_\_

Note: If there is more than one person involved in the ownership of the property that this application is prepared for, a separate page must be attached to this application in which lists the names and address of all persons having an interest in the ownership of the property.

Give a brief description/ explanation of the use requested for the above parcel(s):

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\_\_\_\_\_  
Signature of Applicant

**I HEREBY CERTIFY**, under the penalty of perjury, that I am the owner of the property for which this application is made, and in that capacity, have given authority to the above applicant to act on my behalf.

Dated at \_\_\_\_\_ California on \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Landowner

\*\*\*\*\* FOR CITY USE ONLY \*\*\*\*\*

Stamp Rec'd

Amount Received \_\_\_\_\_

- Cash
- Credit, Last 4-digits: \_\_\_\_\_ MC/Visa
- Check; number: \_\_\_\_\_

Receipt Number \_\_\_\_\_

Initials \_\_\_\_\_