



# CITY OF LAWNDALE

Community Development Department  
14717 Burin Avenue, Lawndale, CA 90260  
Phone (310) 973-3200 • Fax (310) 970-2183

## SITE PLAN REVIEW APPLICATION

APPLICATION NO.: \_\_\_\_\_

DATE: \_\_\_\_\_, 20\_\_\_\_

BUILDING ADDRESS: \_\_\_\_\_, Lawndale, CA 90260

Zone: \_\_\_\_\_ APN No. \_\_\_\_\_

APPLICANT \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Email address: \_\_\_\_\_ Fax No.: ( ) \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

### PROJECT DESCRIPTION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PROJECT PROCESSING: The following document(s) are required for Project Processing:

- |                                                                 |                                                              |                                                                  |
|-----------------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Completed Application                  | <input type="checkbox"/> Three (3) sets of scaled plans      | <input type="checkbox"/> One set of reduced plans (8-1/2" x 11") |
| <input type="checkbox"/> Environmental Questionnaire.           | <input type="checkbox"/> Site/Grading/Drainage Plan.         | <input type="checkbox"/> Floor Plan ( <i>Dimensioned</i> )       |
| <input type="checkbox"/> Elevation Plans ( <i>Dimensioned</i> ) | <input type="checkbox"/> Cross-Section Plan(s).              | <input type="checkbox"/> Preliminary Landscape Plan.             |
| <input type="checkbox"/> Photographs of site                    | <input type="checkbox"/> Photographs of the surrounding area |                                                                  |

### I. PLAN PREPARATION GUIDELINES:

- All plans shall be drawn on uniform size sheets not smaller than 24" x 36".
- All plans shall be clear, legible and accurately scaled.
- All plans shall be clearly labeled with sheet title, project name and project address.

### II. SITE PLAN: The Site Plan shall include the following minimum information:

- |                                                                                                                                                                     |                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> The name and mailing address of the owner of the lot and the name, mailing address and telephone number of the architect and/or applicant. | <input type="checkbox"/> Site Plan summary to include the following information:                |
| <input type="checkbox"/> Site Plan shall be drawn to an engineering scale no smaller than 1"=40"                                                                    | 1. Zone: _____                                                                                  |
| <input type="checkbox"/> North Arrow.                                                                                                                               | 2. Gross & Net Lot Area: _____                                                                  |
| <input type="checkbox"/> A Vicinity Map                                                                                                                             | 3. Gross Floor area per building, Existing & Proposed.                                          |
| <input type="checkbox"/> Locate and dimension all easements located on the subject property.                                                                        | 4. Number of Parking Spaces – required & Proposed                                               |
| <input type="checkbox"/> Location of nearest cross street(s).                                                                                                       | 5. Assessor Parcel Number (APN).                                                                |
|                                                                                                                                                                     | 6. Open Space square footage.                                                                   |
|                                                                                                                                                                     | 7. Lot coverage, square footage and percent of site area.                                       |
|                                                                                                                                                                     | <input type="checkbox"/> Centerline & dimension of street(s) right-of-way or access easement(s) |

- Shown All Exterior Lighting
- Legal description and address of the site
- Existing and/or proposed use of all buildings:
- Building setbacks and required yard areas:  
Front \_\_\_\_\_, Side \_\_\_\_\_ &  
Rear \_\_\_\_\_
- Distance between building and structures.
- Roof Plan
- Location of outdoor storage and trash areas.
- Location of pool and equipment (if applicable).
- Maximum Building Height: \_\_\_\_\_
- Open Space Required: \_\_\_\_\_
- Location of all structures within 10 feet of the parcel. \_\_\_\_\_
- Location, height and materials of existing and/or proposed walls & fences. \_\_\_\_\_

- Underground Utilities
- Parkway dimensions (if applicable).
- Property line dimensions and bearings.
- Dimensioned location of all existing and proposed buildings and structures.
- Number of Parking Spaces Required: \_\_\_\_\_
- Number of Parking Spaces Provided: \_\_\_\_\_
- Locate A/C Condenser (Not in Side Yard)
- Location of Private Recreational Area: \_\_\_\_\_
- Copper Main Line Water Service

**III. FLOOR PLANS:** Shall include the following minimum information:

- All floor plans shall be fully dimensioned and drawn to an architectural scale not less than 1/8"=1'-0".
- Show the location of all walls and partitions (existing and proposed).
- Show the location of all permanent fixtures and stationary equipment.

**IV. ELEVATION PLANS:** Shall include the following minimum information:

- All building elevations shall be drawn to an architectural scale no smaller than 1/8" = 1'-0".
- Finished grade, Building Height and all Special Architectural Features.
- Provide an Exterior finish legend indicating exterior color, textures, and architecture style.

**V. CROSS SECTION PLANS:**

- Cross-Section views as indicated on site/floor plans. Cross-section views must be taken through all proposed construction, extending at least 10 feet beyond the limits of construction or property line as required. Care should be taken to assure that all cross-sections and their notations conform accurately to the site or floor plan.
- The elevation of the finished grade, the finished floor and the roof ridge beams shall be indicated on the section plans. All elevations must be based on the same datum.
- All walls, fences, curbs, etc., cut by the cross-section(s).
- Any adjacent streets and the curb line (or edge of pavement) if cut by the cross-section. On all cross-sections viewed from a street, include the curb line or edge of pavement elevation relative to the structure.

**VI. PRELIMINARY LANDSCAPE PLANS:** Shall include the following minimum information:

- Amount of Landscaping Required: **Common:** \_\_\_\_\_ **Private:** \_\_\_\_\_
- A planting plan shall be provided indicating the location of all existing and proposed landscaping and hardscaped areas, and the location of plant materials.
- Provide a plant pallet of all trees, shrubs and ground cover proposed to be used.
- Note that water conservation techniques shall be utilized

**\* NOTE: RETURN THE REDLINED PLANS WITH THE REQUESTED REVISION PLANS IN ORDER TO FACILITATE AND EXPEDITE THE PLAN CHECK**

Plan Checker: \_\_\_\_\_

Date: \_\_\_\_\_ 20

Site Plan Review \$100  Commercial Review \$200  Architectural Review \$1800