

Fee: _____

Planner: _____

Official Use Only

CITY OF SALINAS
Community Development Department
65 West Alisal Street
Salinas, CA 93901
(831) 758-7206

Permit No.: _____

Date Received: _____

Official Use Only

**DEVELOPMENT REVIEW
APPLICATION**

- ☐ Site Plan Review
- ☐ Conditional Use Permit
- ☐ Rezoning
- ☐ Planned Unit Development

- ☐ General Plan Amendment
- ☐ Master Sign Plan
- ☐ Subdivision Map (TM, Parcel, LLA, etc.)
- ☐ Other (Please specify) _____

APPLICANT INFORMATION

Name

Address

City

State

Zip

Phone

Fax

E-mail

Signature*

Printed Name

PROJECT DESCRIPTION

Site Address

Assessor's Parcel Number

Description of Proposal:

PROPERTY OWNER INFORMATION

Name

Address

City

State

Zip

E-mail

Signature*

Printed Name

RELATED FILES

COMMENTS

Official Use Only

A complete submittal consists of:

- The required number of site plans (see Information Bulletin for your particular permit).
- A completed and signed Development Review Application form.
- A completed Operational Statement.
- The fee for the permit (see Fee Schedule for your particular permit).

Standard Permit Conditions

- *Pursuant to Salinas City Code Section 1-8.1: Civil action enforcement, and Section 1-8.2: Liability for costs, permittee shall reimburse the City of Salinas for all costs and expenses (including but not limited to fees and charges of architects, engineers, attorneys, and other professionals, and court costs) incurred by the City in enforcing the provisions of this Permit.*
- *Use of the property shall be conducted in such a way that it does not constitute a nuisance to the use and enjoyment of surrounding properties or the public. Any permittee, person, firm, corporation, whether as principal, agent, employee or otherwise, violating, causing or maintaining the violation of any of the provisions of this Permit shall be guilty of a misdemeanor or an infraction, as charged. Upon determination by the Planning Manager that there are reasonable grounds for revocation of this Permit, a revocation hearing shall be set to be heard before the Salinas Planning Commission in accordance with Section 37-321: Revocation of permits, of the Salinas Zoning Code.*
- *The applicant(s) shall defend, indemnify, and hold harmless the City of Salinas or any of its boards, commissions, agents, officers, and employees from any claim, action or proceeding against the City, its boards, commissions, agents, officers, or employees to attack, set aside, void, or annul, the approval of this project/use. For Tentative Maps, this shall also apply when such claim or action is brought within the time period provided for inapplicable state and/or local statutes. The City shall promptly notify the applicant(s) of any such claim, action, or proceeding. The City shall cooperate in the defense. Nothing contained in this condition shall prohibit the City from participation in a defense of any claim, action, or proceeding if the City bears its own attorney's fees and costs, and the City defends the action in good faith.*
- *Notwithstanding any of the provisions in this permit, all improvements and uses shall comply with all other ordinances and regulations of the City of Salinas and all local, state and federal laws and regulations.*
- *No further development other than that shown on this permit or attached exhibits shall be allowed unless or until an amendment to this permit has been approved by the Planning Manager.*

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OPERATIONAL / ENVIRONMENTAL STATEMENT

It is important that this statement accurately describes the proposed project. Please fill in the following blanks accordingly (Attach additional sheets if necessary):

1. Please provide the following:
 - a. Assessor's Parcel Number (APN) _____
 - b. Site Address _____
 - c. Parcel size (square feet and/or acres) _____
2. Describe the nature of your operation (please be specific) _____

3. What is the existing (or previous) use of the property? _____

4. What products will be produced by the operation? What materials will be used? Will assembly of the product occur on-site? Will these products be sold on-site? _____

5. What are the proposed hours of operation? Months (if seasonal)? Days per week? Hours (from ____ to ____)? Total hours per day? _____

6. Describe any special activities or events. Frequency? _____

7. How many customers/visitors are expected per day on average? _____

8. How many employees will there be? Are additional employees anticipated? What hours do they work? Do any live on-site (as a caretaker)? _____

9. What equipment, materials, or supplies will be used, and how will they be stored? _____

10. Will there be any service or delivery vehicles? Number? Frequency? _____

11. What are the total number of parking spaces on-site? _____

12. How will access be provided to the site (street name(s))? _____

13. Is there any existing landscaping or fencing? Is any proposed? _____

14. Will existing buildings be used or will new buildings be constructed? Indicate which building(s) or portion(s) will be used, and describe the type or construction materials, height, color, etc. Provide floor plan and exterior elevations.

15. What are the surrounding land uses to the north, south, east and west? _____

16. Is this part of a larger project that was previously reviewed by the City? If so, identify previous permit number(s).

17. What is the total floor area of the building(s) on site, (including additional stories)? _____

18. (Residential projects only) – Identify type, size, and number of dwelling units. Project density. Range of sale prices or rents. _____

☐ IF BOX IS CHECKED, COMPLETE REMAINING QUESTIONS (ENVIRONMENTAL REVIEW).

19. Will the operation or equipment used generate noise greater than other parcels in the area? _____

20. On a daily basis, estimate how much water will be used by the development? _____

21. On a daily basis, estimate how much wastewater will be generated? _____

22. On a weekly basis, estimate how much solid waste (garbage) will be generated, and how will it be disposed of? _____

23. Will there be any grading on-site? Will it change existing drainage patterns? _____

24. Does the property contain any archaeological or historic sites? _____

25. Show on the site plan all bodies of water on, through, or adjacent to the site. _____

26. Will any hazardous materials or waste be involved in the operation? If so, how will it be disposed of? _____

27. Will the operation require a substantial increase in public services (schools, police, fire protection)? _____

28. Will the project generate dust, ash, smoke, fumes, or other odors? _____

29. How do you see this development impacting the surrounding area? _____

30. Will the project create a substantial demand for energy? _____

DISCRETIONARY APPLICATION SUBMITTAL CHECKLIST

ALL DISCRETIONARY PERMIT applications (plus section 1, 2 or 3 as applicable):

Applicant	City use only	Application requirement
		Plans "to scale" and legible and prepared and stamped by A California licensed design professional, if applicable
		Vicinity/location map included
		10 sets of plans
		Application signed by:
		Project applicant
		Property owner
		Operational/environmental statement (application will not be determined complete until all documentation needed for environmental action is received)
		8 ½" X 11" reductions (each page of plans)
		Case-by-case basis: additional information may be deemed by the Community Development Department as necessary for a determination of completeness

Checklist does not include items which may be required by other City departments nor those which may be required for approval by other agencies

1. DISCRETIONARY PERMIT, expansion of developed site **

Applicant	City use only	Application requirement
		Site plan showing general site layout and including:
		All property lines and lot dimensions; easements; lot size; north arrow (north at top if feasible)
		Location and dimensions of existing and proposed buildings, including distance between structures and between structures and property lines.
		Parking, loading and circulation plan, including:
		Space, aisle and driveway dimensions
		Bicycle parking
		Parking lot landscaping, including dimensions
		Existing and proposed walls and fences, including height
		Existing and proposed landscaping (may be conceptual plans) including dimensions and including total landscape area as a percentage of lot area
		Trash/recycling facilities, including type of enclosure
		Any activity or facility conducted or located outdoors needs to be shown
		Land use/Zoning on adjacent parcels
		Engineering items: Threshold Determination Spreadsheet, Preliminary Stormwater Control Plan, preliminary earthwork quantities, existing and proposed utilities, and LID features on the site plan
		Floor plan , including:
		Total floor area of all existing and proposed buildings
		Existing and proposed floor area broken down by use (e.g., office, storage, etc.)
		Exterior building elevations ***

** CLEARLY DISTINGUISH BETWEEN EXISTING AND PROPOSED

2. DISCRETIONARY PERMIT, undeveloped site

Applicant	City use only	Application requirement
		Site plan showing general site layout and including:
		All property lines and lot dimensions; easements; lot size; north arrow (north at top if feasible)
		Location and dimensions of all existing structures including distance between structures and distance between structures and property lines.
		Parking, loading and circulation plan, including:
		Space, aisle and driveway dimensions
		Bicycle parking
		Parking lot landscaping, including dimensions, as required by the zoning code
		Walls and/or fences, including height
		Conceptual landscape plans (may be a separate sheet), including total landscape area as a percentage of lot area
		Trash/recycling facilities, including type of enclosure
		Any activity or facility proposed to be conducted or located outdoors needs to be shown
		Land use/Zoning on adjacent parcels
		Engineering items: Threshold Determination Spreadsheet, Preliminary Stormwater Control Plan, preliminary earthwork quantities, existing and proposed utilities, and LID features on the site plan
		Floor plan , including:
		Total floor area of all buildings
		Floor area broken down by use (e.g., office, storage, etc.)
		Exterior building elevations***

3. DISCRETIONARY PERMIT, re-use of an existing building

Applicant	City use only	Application requirement
		Site Plan showing general site layout and including:
		All property lines and lot dimensions; easements; lot size; north arrow (north at top if feasible)
		Location and dimensions of all proposed structures, including distance between structures and distance between structures and property lines.
		Parking, loading and circulation plan, including:
		Space, aisle and driveway dimensions
		Bicycle parking
		Existing and proposed walls and/or fences, including height
		Existing and proposed landscape areas, including dimensions
		Trash/recycling facilities, including type of enclosure
		Land use/Zoning on adjacent parcels
		Floor plan , including:
		Total floor area of all buildings
		Floor area broken down by use (e.g., office, storage, etc.)
		Exterior building elevations*** (exclusive of signs which will be handled under a separate permit)

***When a commercial or industrial addition abuts a residential district, a section drawing must be included which demonstrates compliance with the height limit restrictions adjacent to a residential district.

Submittal requirements for Site Plan Review, Parcel Maps and Tentative Maps are found on separate checklists.

SITE PLAN REVIEW SUBMITTAL CHECKLIST

ALL Site Plan Review applications (plus section 1, 2 or 3 as applicable):

Applicant	City use only	Application requirement
		Plans "to scale" and legible and prepared and stamped by A California licensed design professional, if applicable
		Vicinity/location map included
		6 sets of plans
		Application signed by:
		Project applicant
		Property owner
		Operational statement
		8 ½" X 11" reductions (each page of plans)
		Case-by-case basis: additional information may be deemed by the Community Development Department as necessary for a determination of completeness

1. Site Plan Review, expansion of developed site **

Applicant	City use only	Application requirement
		Site plan showing general site layout and including:
		All property lines and lot dimensions; easements; floor area ratio; north arrow (north at top if feasible)
		Location and dimensions of existing and proposed buildings, including distance between structures and between structures and property lines.
		Parking, loading and circulation plan, including:
		Space, aisle and driveway dimensions
		Bicycle parking
		Parking lot landscaping, including dimensions
		Existing and proposed walls and fences, including height
		Existing and proposed landscaping (may be conceptual plans) including dimensions and including total landscape area as a percentage of lot area
		Trash/recycling facilities, including type of enclosure
		Any activity or facility conducted or located outdoors needs to be shown
		Residential proposals must include adequate information to determine that usable open space requirements are met
		Land use/Zoning on adjacent parcels
		Engineering items: Threshold Determination Spreadsheet, Preliminary Stormwater Control Plan, preliminary earthwork quantities, existing and proposed utilities, and LID features on the site plan
		Floor plan , including:
		Total floor area of all existing and proposed buildings
		Existing and proposed floor area broken down by use (e.g., office, storage, etc.)
		Exterior building elevations. ***

**** CLEARLY DISTINGUISH BETWEEN EXISTING AND PROPOSED**

2. Site Plan Review, re-use of an existing building

Applicant	City use only	Application requirement
		Site plan showing general site layout and including:
		All property lines and lot dimensions; easements; lot size; north arrow (north at top if feasible)
		Location and dimensions of all existing structures including distance between structures and distance between structures and property lines.
		Parking, loading and circulation plan, including:
		Space, aisle and driveway dimensions
		Bicycle parking
		Existing and proposed walls and fences, including height
		Existing and proposed landscape areas, including dimensions
		Trash/recycling facilities, including type of enclosure
		Land use/Zoning on adjacent parcels
		Floor plan , including:
		Total floor area of all buildings
		Floor area broken down by use (e.g., office, storage, etc.)
		Exterior building elevations*** (exclusive of signs which will be handled under a separate permit)
		Any modifications proposed to any of the above

3. Site Plan Review, undeveloped site

Applicant	City use only	Application requirement
		Site Plan , to include all of the following:
		All property lines and lot dimensions; easements; lot size; north arrow (north at top if feasible)
		Location and dimensions of all proposed structures, including distance between structures and distance between structures and property lines
		Parking, loading and circulation plan, including:
		Space, aisle and driveway dimensions
		Bicycle parking
		Parking lot landscaping, including dimensions, as required by the zoning code
		Walls and/or fences, including height
		Conceptual landscape plans (may be a separate sheet), including total landscape area as a percentage of lot area
		Trash/recycling facilities, including type of enclosure
		Any activity or facility proposed to be conducted or located outdoors needs to be shown
		Residential proposals must include adequate information to determine that usable open space requirements are met
		Land use/Zoning on adjacent parcels
		Engineering items: Threshold Determination Spreadsheet, Preliminary Stormwater Control Plan, preliminary earthwork quantities, existing and proposed utilities, and LID features on the site plan
		Floor plan , including:
		Total floor area of all buildings
		Floor area broken down by use (e.g., office, storage, etc.)
		Exterior building elevations*** . (exclusive of signs which will be handled under a separate permit)

***When a commercial or industrial addition abuts a residential district, a section drawing must be included which demonstrates compliance with the height limit restrictions adjacent to a residential district.



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9/28/09

Projects need to conform to the City's Zoning Code (Chapter 37 of the Municipal Code) and all other applicable codes. The Municipal Code is available online and can be accessed from the City's website (www.ci.salinass.ca.us).

A.	General:	Applicant Verification	City Verification
1	Application Form. Provide a completed Development Review Application signed by both the Property Owner and the Applicant/Permittee (if different from the property owner).		
2	Application Fee. Full payment of the Application Fee is due at the time of submittal (see separate fee schedule).		
3	Operational/Environmental Statement. The application will not be determined complete until all documentation needed for environmental action is received. Additional information may be deemed necessary by the Community Development Department for a determination of completeness.		
4	Plans/Quantity. Plans need to clearly show the proposed project as described on the Application Form. Provide folded plans (6 copies for Site Plan Review applications and 10 sets for discretionary applications) and which are no smaller than 11" x 17". Also provide 8 1/2" x 11" reductions of plans for all applications. Plan reductions also need to be provided in electronic format via email to the project planner (assigned after application submittal), if possible.		
5	Title Report. A recent title report, prepared within the last six months. Easements and encumbrances and legal lots of record for the subject site need to be verified. Note: Normally, buildings cannot be located within easements and over property lines. For sites with multiple legal lots of record, a lot consolidation or lot line adjustment may be required for some developments.		
6	Outside Agencies. This checklist does not include items, which may be required for approval by other agencies.		
7	Subdivisions. Submittal requirements for Tentative Maps, Parcel Maps, Lot Line Adjustments, and Lot Consolidations are found on separate checklists.		
8	Signs. A separate application for a Master Sign Plan is required for all multi-tenant commercial and industrial projects, and submittal requirements are found on a separate checklist/information bulletin. Note: Sign Permits are also required all exterior signs before installation of any signs visible from the outside.		
9	Avigation Easement. Recordation of an Avigation Easement is required for projects located within the Airport Overlay District as shown on the Zoning Map. Recordation of the Avigation Easement shall be coordinated with the City's Property Analyst (200 Lincoln Avenue, 831-758-7241). The following information needs to be provided to the City's Property Analyst: APN; Planner's Name; Case File Number; Owner Name per Grant Deed/Title Report; Address; Legal Description. A copy of a recent Title Report will assist in confirmation of required information and help expedite		

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	the process.		
10	Reciprocal Parking, Access, and Drainage Agreement. Recordation of parking, access, and drainage agreement is required for projects where parking, access, or drainage is shared between two or more lots.		
11	Signatories. For discretionary applications, the names and titles of two signatories for the Applicant/ Permittee and the names and titles of two signatories for the property owner need to be provided. For both of the aforementioned parties, one signatory needs to be either the Chairman of the Board, President, or Vice-President, and the second signatory needs to be either the Secretary, Assistant Secretary, Chief Financial Officer, or Assistant Treasurer. For any other combination of signatures of corporate officers, a copy of the Board minutes, resolution, articles of incorporation, or the like may be submitted to prove that the individuals have the authority to bind the corporation.		

B.	Site Plan:	Applicant Verification	City Verification
1	Property Lines, etc. Clearly label all existing and proposed property lines with lot dimensions, including easements, and lot size. Location of exterior (i.e., front and corner side) property lines need to conform to the City's sidewalk schedule. Property locations, dimensions, and area need to conform with record data such as recorded subdivision maps.		
2	Scale. Plans must be legible and drawn to a standard (i.e., architect's or engineer's) scale, which needs to be noted on the plans.		
3	North Arrow. Provide a north arrow (north at top if feasible).		
4	Improvements. Clearly distinguish between existing and proposed improvements, including existing proposed to remain versus existing proposed to be demolished.		
5	Buildings. Show the locations and dimensions of existing and proposed buildings including distance between structures and between structures and property lines.		
6	Vicinity Map. Provide a vicinity map on the site plan.		
7	Abutting Sites. Indicate the land use and show outline of existing structures and related site improvements on the adjacent parcels.		
8	Abutting Public Right-of-Way. Indicate the public right-of-way and improvements within it, including dimensions from the face of the curb to property lines.		
9	Topography. Show the topographic contours on the site plan (applies only to sites with more than two feet of vertical change).		
10	Conceptual Landscape Plans. Either on the site plan or on a separate sheet, clearly identify all areas of landscaping, and provide landscaping calculations including total landscape area expressed in square feet and as percentage of total lot area, total parking lot landscape area expressed in square feet and as a percentage of the parking area, and total amount of turf (note: total turf is limited to a maximum of 25% of total the total landscape area). See Article V, Division 4 for landscaping requirements.		
11	Parking Calculation. Provide a parking calculation table in accordance with the parking ratios pursuant to Zoning Code Section 37-50.360(c) (e.g.,		

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	Business and Professional Office = 1:300 sf of floor area; Medical and Dental Office = 1:200 sf of floor area; Shopping Center over 15,000 sf of floor area = 1:250 sf of floor area; etc.). Reductions to off-street parking may be considered in accordance with Zoning Code Section 37-50.370.		
12	Loading Spaces. Provide loading spaces in accordance with Zoning Code Section 37-50.360(d). Typical loading spaces measure 10 feet by 20 feet, 12 feet by 35 feet, or 12 feet by 50 depending on the use classification. All loading spaces(s) to be clearly identified on the site plan as a painted crosshatched pattern.		
13	Obstructions. Each parking space adjoining a wall, column, or other obstruction (trash enclosures) higher than 0.5 feet shall be increased by one foot on each obstructed side per Section 37-50.410(b).		
14	Parking Lot Improvements. Identify the material of the parking area. An improved parking area consisting of paving, drainage, curbing, lighting, space marking, and directional signs is required per Section 37-50.490(a).		
15	Accessible Parking. Accessible parking needs to be provided in accordance with Section 37-50.390 and CA Code of Regulations, Title 24, and the Americans with Disabilities Act of 1990. Contact Permit and Inspection Services at the Permit Center (758-7251, 65 West Alisal Street) for specific parking design.		
16	Parking Space Dimensions. Provide the dimensions of the parking spaces to verify compliance with Zoning Code regulations per Section 37-50.420 (standard stalls are typically 9 feet wide by 19 feet long).		
17	Parking Space Overhang. Allowable parking space overhang needs to be shown. Use a dotted line to delineate the maximum allowable three-foot parking space overhang and standard 19-foot space depth for standard stalls. Three feet is the maximum allowable overhang fronting the right-of-way per Section 37-50.690(g)(2)(C).		
18	Internal Driveway Width. Provide the dimensions of all internal driveway(s). Per Section 37-50.450(a), the minimum driveway width for three or more dwelling units and one-way traffic is 15 feet, and for two-way traffic is 24 feet. One-way fire Department access a minimum of 20 feet in width.		
19	Access Driveway Width. Provide the dimensions of all access driveway(s). Note: The driveway approach (within the public right-of-way requires three-foot flares on each side (i.e., 30-foot driveway approach for minimum 24-foot driveway). Show existing streets and driveways located across the street from the subject site.		
20	Bicycle Parking. Provide bicycle parking spaces equal to a minimum of 10% of the required automobile parking spaces per Zoning Code Section 37-50.400. A detail of the rack needs to be placed on the plan demonstrating that each bicycle space is U-lock compatible to which a user can secure one wheel and the frame of a bicycle. "Wave" style racks are typically used and should be placed throughout the development at key locations near building entrances. The location(s) of the bicycle rack(s) needs to be shown on the site plan (see detail below).		
21	Minimum 20-Foot Clearance. Show the required 20-foot minimum clear vehicle entrance per Section 37-50.450(d). No parking space shall be		

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	located where a vehicle will maneuver within 20 feet of a vehicle entrance measured from the property line. Deviations may be considered if approved by City Engineer and City Planner.				
22	Project Data. The following table needs to be completed and provided on the project site plan:			Applicant Verification	City Verification
		Existing	Proposed	Total	
	Lot Area (s.f.)				
	Number of Lots				
	California Building Code Building (CBC) Type				
	Occupancy Type				
	Allowable Floor Area Calculations per CBC				
	Number of Buildings				
	Height (feet)				
	Number of Stories				
	Ground Floor (s.f.)				
	Second Floor (s.f.)				
	Remaining Floors (s.f.)				
	Mezzanine (s.f.)				
	Gross Floor Area of Building(s)				
	Floor Area Ratio (FAR)				
	Total Landscape Area (s.f.)				
	Total Landscape Area (% of Lot)				
	Total Turf Area (s.f.)				
	Total Turf Area (% of Total Landscape Area – Maximum 25%)				
	Landscape Area in the Parking Area (s.f.)				
	Landscape Area in the Parking Area (% of Parking Area – minimum 5 %)				
23	Driveway and Corner Visibility. Section 37-50.460 requires clear visibility for the areas between 3 feet and 10 feet above the driveway grades which lie 15 feet from the intersection of the edge of the driveway and the property line measured along both the driveway and the property line. For street corners, the distance is 25 feet from the intersection of the street right-of-way measured along both the right-of-way lines. Visibility triangles need to be placed on the site plan (see detail below). Exceptions				

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	may be considered by City Engineer and City Planner.		
24	Exterior Mechanical Equipment. Per Section 37-50.240, mechanical equipment must be shown and screened from view. Transformers need to be located away from public view and screened with minimum 5-gallon shrubs. See also applicable design standards and diagram below.		
25	Development Regulations and Design Standards. See Development Regulations and design standards applicable to the underlying zoning district and any applicable overlay district.		
26	Landscape Islands. The end of each row of parking stalls needs to be separated from driveways by a landscaped planter, sidewalk, or other means per Zoning Code Section 37-50.690(g)(7).*		
27	Trees In Landscape Islands. Provide a minimum of one tree for every five spaces in landscape islands per Zoning Code Section 37-50.690(g)(4).*		
28	Landscape Planters. Provide a minimum of a five-foot wide landscape planter along the interior property lines in the parking area per Zoning Code Section 37-50.690(g)(2)(B).*		
29	Landscape Screening. Provide an average three-foot high screen such as a shrub, wall, berm, or solid fence between the parking area and the public street per Zoning Code Section 37-50.690(g)(2)(A).		
30	Masonry Wall Required. As applicable, provide an eight-foot tall solid masonry wall along the interior property line(s) where the commercial district and use abuts the residential district per Section 37-50.090(e)(3).		
31	Pedestrian Access. Provide pedestrian access from the public sidewalk to each of the building(s) on the project site. Provide site details for disabled access.		
32	Recycling and Solid Waste Enclosure(s). Per Section 37-50.200, provide (a) recycling and solid waste enclosure(s) constructed with a six-foot high solid masonry walls and screened from public view with a minimum two-foot wide planter on the sides. Colors and materials of the enclosure(s) shall match those of the primary structures (example: exterior plaster - stucco). Doors of the enclosure shall be constructed of a solid material and colored to match the buildings (chain-link fencing with slats is not allowed). A pedestrian access way to the enclosure(s) is required. Details of the enclosure need to be shown on the plan, and the enclosure(s) need to be shown on the site plan. Written confirmation from Browning Ferris Industries (BFI) needs to be submitted to confirm that the provisions of the project will meet the needs of BFI (see detail below).		
33	Outdoor Facilities. Any activity or facility conducted or located outdoors needs to be shown on the site plan. Outdoor Facilities are regulated by Zoning Code Section 37-50.170.		
34	Fire Hydrants. Show the locations of existing and proposed on-site and off-site fire hydrants.		
35	Gates, Fences, and Walls. Show all existing and proposed gates, fences, and walls. Specify the materials and the height.		
36	Occupancy. Provide California Building Code analysis and occupancy type. Specify if fire sprinklers are existing or proposed.		

*The City Planner may allow alternative means of complying with these requirements provided the alternative achieves results comparable to those achieved through strict application.

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C.	Building Elevations:	Applicant Verification	City Verification
1	All sides of the building(s) need to be drawn to scale and dimensions provided.		
2	Clearly identify all existing and proposed improvements.		
3	Show the height of the proposed building(s) measured from finished grade.		
4	Colors and Materials. Identify exterior colors and materials of all existing and proposed buildings and structures.		
5	Exterior Mechanical Equipment. Per Section 37-50.240, mechanical equipment need to be shown and screened from view. Include the method for screening such as a section showing the equipment, roof deck, and top of parapet wall) (see diagram below).		
6	Section Drawing. When a commercial or industrial project abuts a residential district, a section drawing needs to be included, which demonstrates compliance with the height limit restrictions adjacent to a residential district. Structures shall not intercept a forty-five-degree inclined plane inward from a height of ten feet above existing grade at a Residential district boundary line. Single story structures and ground level parking may encroach a maximum of five feet into required side and rear yards. (See diagram below.)		

D.	Floor Plan:	Applicant Verification	City Verification
1	Floor plans need to be drawn to scale and dimensions provided.		
2	Clearly identify all existing and proposed improvements.		
3	Gross Floor Area. Provide the gross floor area of all existing and proposed buildings and the area in square feet of each room.		
4	Use. Specify the existing and proposed uses of each building and room (e.g., office, warehouse, etc.).		

Basic site design issues include, but are not limited to, the following.

Stormwater Management (NPDES/LID) Requirements

Many projects are required to be designed to implement Low Impact Development (LID) measures and practices. Consult Engineering Services staff at the Permit Center (758-7251, 65 West Alisal Street) for assistance in assessing priority development criteria for LID applicability and requirements of the City's National Pollutant Discharge Elimination System (NPDES) Stormwater Permit.

Industrial Waste Requirements

If the proposed project will be connected to the City's Industrial Waste Collection and Treatment System, describe what pollutants will be discharged and what would be the daily flow volumes? Consult Engineering Services staff at the Permit Center (758-7251, 65 West Alisal Street) for further information.

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Traffic

Please contact Engineering Services staff at the Permit Center (758-7251, 65 West Alisal Street) to discuss projected traffic impacts of the proposed project.

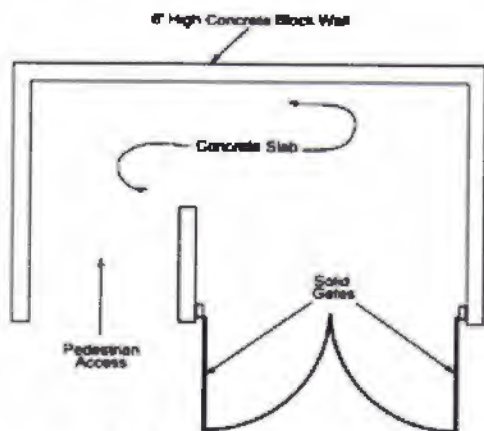
Fire Flow and Fire Access Requirements

Projects need to meet the minimum fire flow requirements and emergency access requirements. Please contact Fire Prevention staff at the Permit Center (758-7251, 65 West Alisal Street) for further information.

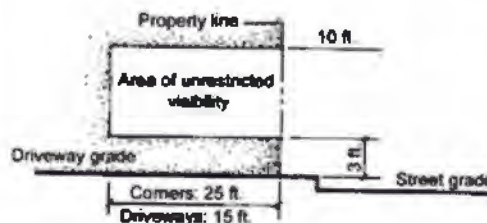
California Building Code Requirements

Compliance with the California Building Code is required. Please contact Plan Check staff at the Permit Center (758-7251, 65 West Alisal Street) for further information.

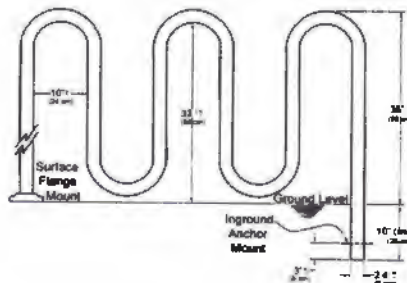
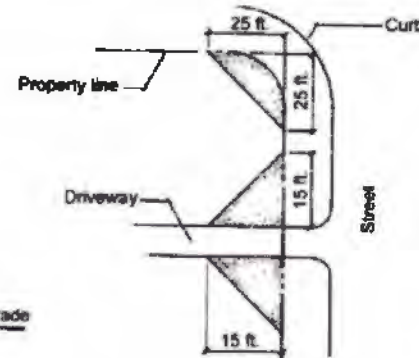
Details and Diagrams



**Figure 37-50.50
Recycling and Solid
Waste Enclosure**



**Figure 37-50.80
Driveway and Corner Visibility**



**Figure 37-50.70
Bike Racks**

