

**CITY OF SANTA MARIA
COMMUNITY DEVELOPMENT DEPARTMENT
110 SOUTH PINE STREET, #101
SANTA MARIA, CA 93458
(805) 925-0951, EXT. 244**

MINIMUM REQUIREMENTS FOR A BASIC SITE PLAN

The basic site plan submitted with various applications for review by the Community Development Department, Planning Commission and City Council shall be drawn to a scale, either an engineers scale (1" = 20") or an architects scale (1/8" = 1'-0" or larger) which identifies the following existing and proposed improvements:

1.
 - Fences/walls
 - Public & private sidewalks
 - Landscaped areas
 - Easements
 - All property lines
 - Existing & proposed structures
 - Public & private driveways
 - Street lights, fire hydrants
 - General drainage
 - Standard, compact, handicap parking spaces
2. Show the full dimensions of:
 - All structures
 - Driveways, drive aisles & parking spaces
 - Distance between structures & all property lines
 - Distance from street curb to the backside of the sidewalk
3. Identify the use of each building, either existing or proposed; i.e., residence, storage shed, garage, etc. Include the square footage of the building.
4. Provide a north arrow and identify the scale of the drawing.
5. Provide the address and Assessors Parcel Number of the property on the drawing.
6. Provide the name, address and telephone number of:
 - Applicant
 - Property owner
 - Person preparing the site plan
7. Provide the zoning and general plan designation for the property.

FOR A COMPREHENSIVE SITE PLAN, PROVIDE ALL ITEMS LISTED ABOVE PLUS:

8.
 - Location of trees over 6 in. in diameter
 - Location, size, and gate orientation of trash enclosure(s). Enclosures must be located to allow drive through pickup (without backing up)

9. A section containing the following statistical information:
 - Area of property in square feet or acres
 - Number of parking spaces and computation or required parking
 - Building height, ground floor area and total floor area of each building
 - Total area of landscaping and open space in excess of the required setbacks
 - Area of landscaping and open space in excess of the required setback
 - Total floor area of building in square feet
 - Size of each floor level in square feet, each floor listed separately
10. Note the location and size of public water, sewer and storm drains in the streets and alley.
11. Show any existing and proposed power poles, utility structures and service liens.
12. Show the location and capacity of any existing or proposed underground or aboveground storage tanks, cisterns or septic tanks. Identify the contents of the tanks and the method of disposing them.
13. Show the location and depth (below grade) of any well heads of any abandoned oil or wells.
14. Identify the location of retardation basins and their capacity. (Refer to the Preliminary Drainage Plan Guidelines handout for further information about the design of retardation basins)
15. Show the location of all areas, which are or will be subject to storm water overflow or inundation.