



CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street
San Juan Bautista, CA 95045

PLANNING DEPARTMENT

Phone: (831) 623-4661
Fax: (831) 623-4093

HISTORIC RESOURCE DESIGN REVIEW – MAJOR PROJECTS

The Historic Resource Design Review Permit for Major Projects is for property owners proposing new construction or improvements totaling 1,000 square feet or more.

APPLICATION REQUIREMENTS:

- ❑ Required fee of \$ 1,575.00
- ❑ All items described and specified by Chapter 10-2, Article 4 & 5 of the City Municipal Code (refer to the attached sheets or to the City Website).
 - ❑ 262.50 fee for a Notice of Exemption (NOE), or
 - ❑ CEQA Review (IS/MND or EIR). The applicant shall either submit an appropriate level CEQA document (IS/MND or EIR) prepared for the project by the applicant, to the City for peer review and processing OR submit a deposit in the amount of \$5,300 to be used for the preparation of an appropriate CEQA document. Fees will be charged to the applicant on a Time and Materials basis, using approximately \$222.00 per hour.
 - ❑ Notice of Determination (NOD). An additional fee is charged by the California Department of Fish and Game for their review of all environmental documents: Check with the California Department of Fish and Game for the fee. There is also a County Recording fee. Fees are updated each year. Check with County Recorders Office for exact fees.
- ❑ Planning Application Cover page (not required if filed with previous application)
- ❑ 2 copies of the development plan set, drawn to scale at 1/8" – 1' minimum. A licensed architect, engineer, contractor, or registered building designer is required to prepare the development plan set, unless such requirement is waived by the Planning Commission. The following plans must be included:
 - ❑ Site Plan to include:
 - ❑ Applicant's name, address, and phone number
 - ❑ Vicinity map showing an overview of the project location in San Juan Bautista

- ❑ North Arrow and Scale
- ❑ Assessor's Parcel Number (s) of the project site
- ❑ Property lines and dimensions of the site and surrounding properties
- ❑ Existing easements
- ❑ Dimensions of all existing structures, parking areas, driveways, fences, walls, etc.
- ❑ Building setbacks (rear, front, and side) clearly identified
- ❑ Location of existing and proposed trash enclosures
- ❑ Location of existing and proposed drainage facilities
- ❑ Location of existing and proposed gas, electric, water, sewer, and telephone facilities
- ❑ Location, size, type of all existing trees with the approximate drip lines.
- ❑ Proposed buildings, structures, trees, walls, fences, etc. which will be removed from the site.
- ❑ Location and configuration of all proposed buildings and intended uses
- ❑ Proposed on-site parking spaces, loading areas, and circulation areas
- ❑ Concept landscape Plan if necessary
- ❑ Floor Plan of all floor levels
- ❑ Elevations (front, rear and side views) of proposed structures
- ❑ A preliminary grading plan if necessary
- ❑ Project Description
- ❑ Environmental Information form
- ❑ Narrative of the proposed colors
- ❑ Photographs of all existing building

Other information the Planning Department determines necessary.
Complete the questions listed on the following page.

