



## 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 \$ 500
- ❑ Required fee for environmental review under the California Environmental Quality Act (CEQA)
  - ❑ \$150 fee for a Notice of Exemption, or
  - ❑ \$1,000 fee for an Initial Study/Negative or Mitigated Negative Declaration, or
  - ❑ \$3,500 deposit for review of an Environmental Impact Report. The applicant shall submit two copies of an Environmental Report for the project to the City.
- ❑ 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.

