

CITY OF SONORA



PLANNING COMMISSION  
SITE PLAN REVIEW APPLICATION

APPLICANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS OF PROPERTY INVOLVED: \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER: \_\_\_\_\_

PROPOSAL: \_\_\_\_\_

**PREREQUISITES BEFORE APPLICATION CAN BE CONSIDERED COMPLETE:**

Completion of this application form and payment of fees: **\$240.00**

Submittals per Site Plan Review Checklist (attached)

Letter of authorization from property owner if applicant is not the owner

Completed and signed Indemnification Agreement (attached)

Other information may be required upon review by the Community Development Director

I certify that the foregoing is true and correct to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**FOR CITY USE ONLY**

Received By: \_\_\_\_\_ Title: \_\_\_\_\_

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

**Account # 303-04107-001**

File: wp/originals/site plan review application

**CITY OF SONORA  
SITE PLAN REVIEW PERMIT  
CHECKLIST**

**REQUIRED SUBMITTALS: Site Plan Review**

The following items are required for all site plan review applications to be deemed complete unless otherwise stated or determined inapplicable by City staff:

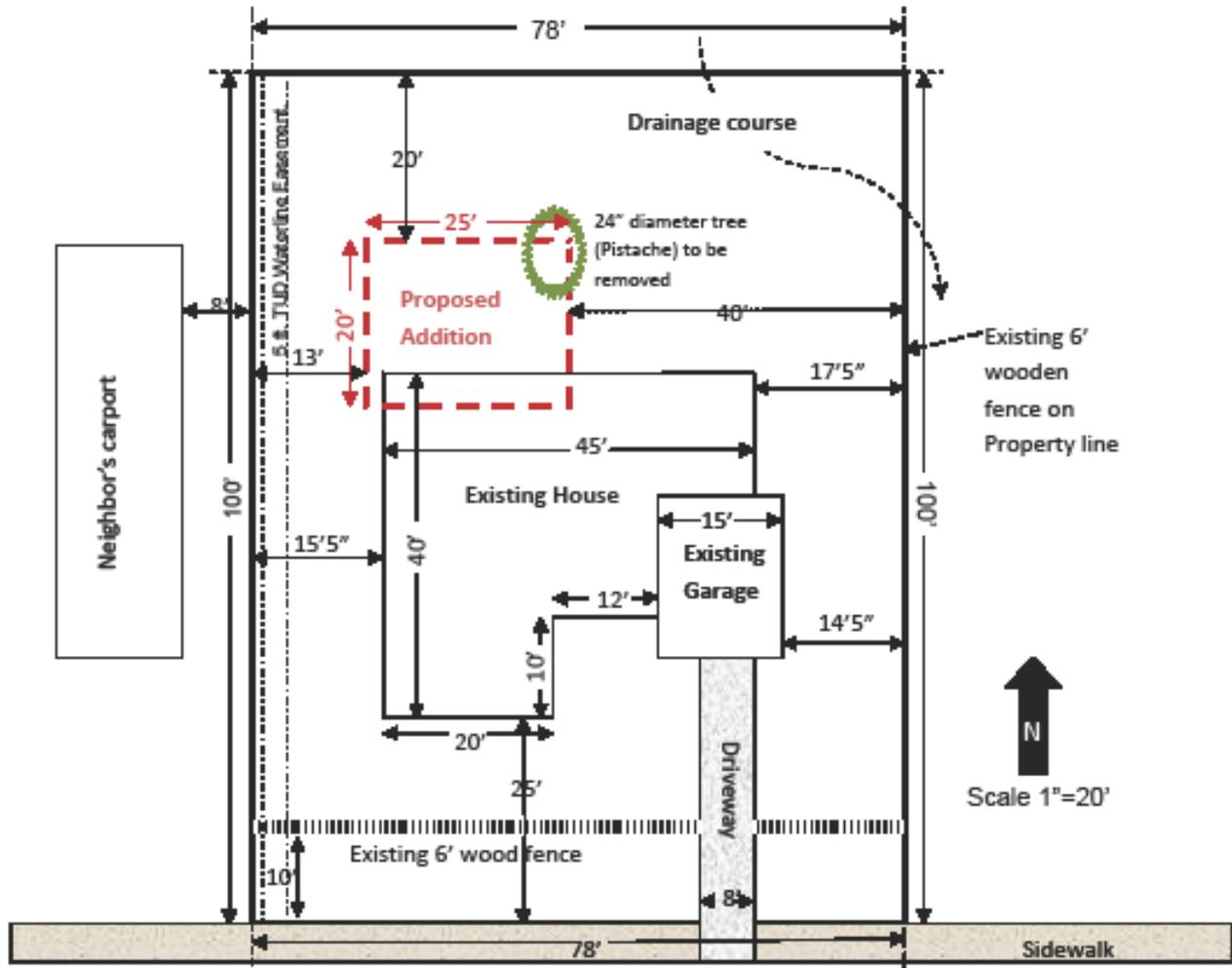
___ 1.	<b>Site Plan Review Application</b>
___ 2.	<b>Legal Description.</b> Legal description of the property (e.g., from deed, title report)
___ 3.	<b>Site Plan</b> (to scale). See attached for requirements and Sample Site Plan. Number of copies: ____. Number of reduced (8-1/2" X 11") copies: ____.
___ 4.	<b>Floor Plans.</b> Plans for all proposed structures. Number of copies (to scale): ____ Number of reduced copies: ____.
___ 5.	<b>Exterior Elevations.</b> Include front, side and rear elevations; proposed colors and materials for siding, roofing, windows etc. Identify location of proposed signs, if known. Number of copies (to scale): _____. Number of reduced copies: _____.
___ 6.	<b>Landscape Plan</b> in accordance with Chapter 12.20 of the Sonora Municipal Code. Number of copies (to scale): _____. Number of reduced copies: _____.
___ 7.	<b>Preliminary Drainage Plan</b> ___ Project valued at \$100,000 or more in site work (Required) ___ May be required by City Engineer after initial project review
___ 8.	<b>Preliminary Grading Plan</b> ___ Project valued at \$100,000 or more in site work (Required) ___ May be required by City Engineer after initial project review
___ 9.	<b>Phasing Schedule.</b> Written schedule for large projects identifying sequence (and estimated start and completion dates) of improvements.
___ 10.	<b>Electronic Version</b> of item #s: _____ (.pdf or other format viewable by City staff).
___ 11.	<b>Additional information</b> as determined by the Community Development Director as necessary to evaluate the consistency of the proposed project with the Sonora Municipal Code and/or potential impacts of the proposed project pursuant to the California Environmental Quality Act (CEQA): ___ Lighting plan                      ___ Noise study ___ Traffic study                      ___ Cultural resources evaluation ___ Other: _____

## **SITE PLAN REQUIREMENTS**

### REQUIRED DETAILS:

- A. Drawn in ink on paper of good quality at an appropriate engineer's scale. Plan lines and details shall be dark enough to be easily reproduced.
- B. General information: title block (including name, address, and telephone number of the applicant, property owner, plan preparer, assessor's parcel numbers), north arrow and scale.
- C. Dimensions and area of the entire project site including all property lines (to scale).
- D. Encroachment(s)/access to the site, existing and proposed.
- E. Easements: Identify the location of road, drainage, utility or other easements.
- F. Existing and proposed development, including, but not limited to (as applicable):
  - Structures (include applicable setbacks from property lines, square footage, existing and proposed uses of structures),
  - Streets, alleys (including names and widths, required right-of-way dedications if known)
  - Parking areas (on-site and off-site),
  - Vehicle circulation patterns
  - Driveways
  - Walkways, sidewalks or other pedestrian facilities
  - Trash enclosures
  - Walls, fences, gates or screening (identify heights, materials and locations)
  - Loading areas
  - Undeveloped open areas to be retained
- G. Topography or general slope (pre- and post-project if significant grading is anticipated). Additional information may be required for hillside development subject to Sonora Municipal Code Chapter 17.34 (Hillside Preservation Ordinance).
- H. Location of trees 6" or greater diameter at breast height (dbh). Indicate whether trees will be retained or removed.
- I. Water courses or other natural features to be retained, modified or removed.

# Sample Site Plan



Barretta Street

**Owner:**  
 John Smith  
 P.O. Box 123  
 Sonora, CA 95370  
 (209) 555-5555 (ph)/(209)444-4444(cell)  
[doctorsmith@lostinspace.com](mailto:doctorsmith@lostinspace.com)

**Builder:**  
 ABC Builders  
 12345 Washington Street  
 Sonora, CA 95370  
 (209) 222-2222 (ph)/(209)333-3333(cell)  
[joe@wecanbuildit.com](mailto:joe@wecanbuildit.com)

**APN:** 002-165-13

**Site Address:** 270 S. Barretta Street

## **City of Sonora Indemnification Agreement**

Pursuant to Sonora Municipal Code Chapter 17.69 (Ordinance 776, Effective November 16, 2007); authorized applicant (or authorized agent), property owner, their successors and assigns, hereby agree to defend, indemnify and hold harmless the City of Sonora, its officers, attorneys, agents, and employees:

- I. From any claims, actions, proceedings or liability of any nature (collectively referred to as proceeding) brought against the city or its officers, attorneys, agents or employees, to attack, set aside, void, or annul any action or decision by city staff, any city planning or advisory agency, any city appeal board, the Sonora City Council, Sonora Planning Commission or other city entity including, but not limited to, any action or decision approving any development or planning permit, license, approval, authorization, general plan amendment, zoning amendment, approvals or certifications under the California Environmental Quality Act (CEQA) and/or any mitigation monitoring program; but excluding any subdivision approval governed by Government Code Section 66474.9. This indemnification shall include damages, fees and/or costs awarded against the city, if any, and cost of suit, attorney's fees, and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by applicant, the city, and/or the parties initiating or bringing the proceeding; and

From any proceeding seeking damages for property damage or personal injuries resulting from development authorized by the city pursuant to this application; and

For all costs incurred in additional investigation and/or study of, or for supplementing, preparing, redrafting, revising or amending any document (e.g., a negative declaration, EIR, specific plan or general plan amendment), if made necessary by the proceeding and if applicant desires to pursue securing these approvals, after initiation of such proceeding, which are condition on the approval of such documents; and

- II. Applicant (or authorized agent), property owner, their successors and assigns, hereby agree to indemnify the City of Sonora for all of the city's costs, fees, and damages which the city incurs in enforcing the indemnification provisions set forth herein.
- III. In the event of a proceeding, the city retains the right to approve counsel to defend the city, all significant decisions concerning the manner in which the defense is conducted, and any and all settlements, which approval shall not be reasonably withheld. The city has the right not to participate in the defense, except that the city agrees to cooperate with the applicant in the defense of the proceeding. If the city chooses its own counsel to defend the city, the fees and expenses of the counsel selected by the city shall be paid by the city. Notwithstanding the above, if the city attorney's office participates in the defense, all city attorney fees and costs shall be paid by the applicant.

**Property Owner:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Authorized Applicant:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Authorized Agent:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date