



City of
Los Banos
At the Crossroads of California

Community & Economic
Development Department
520 J St.

Los Banos, CA 93635

Phone: (209) 827-7000 ext. 2433

www.losbanos.org

FINAL DEVELOPMENT PLAN SUBMITTAL REQUIREMENTS

- ☐ Completed Application
 - If the applicant is not the property owner(s), the property owner(s) shall designate the applicant as the authorized agent to act on his or her behalf by way of a signed, dated and notarized statement and both (or all) shall sign the application.
- ☐ Fee as listed on Fee Schedule.
- ☐ Cost Recovery Contract.
- ☐ Completed Environmental Checklist.
- ☐ Vicinity Map
 - 15 copies in an 8.5" x 11" format (to include a 600' radius)
- ☐ Narrative description fully explaining intended use, General Plan Designation, zoning, surrounding uses, proposed backbone and in tract infrastructure and circulation.
- ☐ Evidence of property ownership, e.g. deed, title insurance policy
- ☐ Maps or Exhibits
 - 15 copies no smaller than 11"x17" and no larger than 24"x36" showing the following:
 - The location, design and dimensions of all lots and lot lines.
 - The dimensions of all yard areas, setbacks, building separations, open space and patios.
 - The location and dimensions of all proposed easement dedications and off-site improvements.
 - The land use, type of residential units and number of bedrooms in the residential use.
 - The location, dimensions and number of off-street parking spaces.
 - Pedestrian and vehicular access, circulation and ingress and egress.
 - The preliminary architectural design and elevations showing the following:
 - Height of all structures from the highest adjacent curb to the top of slab and to the roof peak on all elevations
 - Building elevations depicting all sides of buildings and indicating colors and materials proposed.
 - Section drawings to show grade differential and structure/building heights.

- Demonstrate the manner in which roof-mounted equipment is to be screened.
 - Grading plans and conceptual landscaping plans showing the following:
 - Plant and tree list and legend – Show a plant and tree list including symbols, labels, quantities, common and botanical names, descriptions, and water usage requirements for each species. Include a legend for annuals; perennials; irrigated sod or seed; irrigated and non-irrigated native, restorative, and dryland grasses.
 - Location and statement generally describing any freestanding lights with accompanying detail.
 - Location and statement generally describing the surface material of walks, vehicular drives, parking lots, plazas, etc.
 - Statement describing the completion date of all landscape installation that reads, “The developer, his successors and assigns, shall be responsible for installation, maintenance and replacement of all landscaping materials shown or indicated on the approved site plan or landscape plan on file in the planning department. All landscaping will be installed as delineated on the plan, prior to issuance of certificates of occupancy.”
 - Total caliper inches of trees that will be removed, relocated, or will remain. Also, show total caliper inches of all trees added.
 - Design details including dimensions, materials and finishes of fences, walls and retaining walls including height, and placement.
 - Name, address, e-mail address, and phone number of the landscape architect, north arrow/graphic scale for all plans and details, and include a north arrow when appropriate, project name (on each sheet) and phase lines (if applicable).
 - Fencing and walls including location, height and materials.
 - Phasing boundaries if the development is to be constructed in phases.
 - Trash enclosure locations and screening materials if there are shared receptacles.
- ☐ 3-D Renderings of the project
 - ☐ Site photos showing site and surrounding properties labeled clearly.
 - ☐ Electronic copy of full submittal on USB drive

Note: Staff may deem additional submittal information necessary such as a noise study, biological assessment, parking study, drainage report, arborist report, sight line analysis, infrastructure calculations, or master plans to adequately analyze the project, complete environmental review, or make recommendations to Elected or Appointed Officials.