

**PLANNED  
DEVELOPMENTS**



**SUPPLEMENTAL APPLICATION INFORMATION**

This document will provide necessary information about the proposed project. It will also be used to evaluate potential environmental impacts created by the project. Please be as accurate and complete as possible in answering the questions. Further environmental information could be required from the applicant to evaluate the project.

**PLEASE PRINT CLEARLY OR TYPE  
USE A SEPARATE SHEET, IF NECESSARY, TO EXPLAIN THE FOLLOWING:**

I. Project Characteristics:

A. Describe all existing buildings and uses on the property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Describe surrounding land uses:

North: \_\_\_\_\_  
South: \_\_\_\_\_  
East: \_\_\_\_\_  
West: \_\_\_\_\_

C. Describe existing public or private utilities on the property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Proposed building site plan:

(1)	Building coverage	_____	Sq. Ft.	_____	% of site
(2)	Surfaced area	_____	Sq. Ft.	_____	% of site
(3)	Landscaped area	_____	Sq. Ft.	_____	% of site
(4)	Left in open space	_____	Sq. Ft.	_____	% of site
	Total	_____	Sq. Ft.		100 %

E. Subdivision phasing: If the project is a portion of an overall larger project, describe future phases or extension. Show all proposed phases on site plan: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Will the project use or dispose of any potentially hazardous materials, such as toxic substances, flammables, or explosives? If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Will the project generate new sources of dust, smoke, odors, or fumes? If so, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

H. Development or site plan required. Each Planned Development Permit application shall be accompanied by a development or site plan for the entire area of the proposed planned development and describing exactly how the proposed project addresses the following items:

**i. Provision of affordable workforce housing units and a mix of housing types.** The applicant shall identify the location of all housing units, either attached or detached, which will be available for sale to low-to-moderate income families of Nevada County in compliance with Chapter 17.32 (Affordable Housing Density Bonuses and Incentives). The applicant shall also provide evidence of how the housing unit types have been mixed and integrated within the proposed project.

**ii. Integration of community design principles of the General Plan.** The applicant shall identify how the project integrates the City’s community design principles as the clustering, grouping, or mixing of uses, protecting important natural features, and providing internal pedestrian and bicycle connectivity.

**iii. Future transportation/infrastructure needs and current project-related deficiencies.** The applicant shall provide an evaluation of how the project addresses and mitigates any existing transportation/infrastructure deficiencies in its immediate area of the community. The evaluation shall also show how the project will address any new demand placed on the City’s transportation/infrastructure system through the provision of any one-site and off-site mitigation.

**iv. Future park/recreation facility needs and maintenance costs.** The application shall identify all proposed park, recreation, or open space amenities proposed for the project and described how the features meet the park and recreation goals of the General Plan. For all park, recreation, or open space amenities shown on the plan, the applicant shall provide a financing mechanism to cover projected maintenance costs.

**v. Future short-and long-term fiscal impacts.** The applicant shall provide information that documents the project’s short-and long-term fiscal implications to the City. The information may be presented in the form of a fiscal impact analysis.

**vi. Consistency with General Plan policies and Sphere of Influence Plan.** The application shall state how the proposed project is consistent with the goals and objectives of the General Plan and Sphere of Influence Plan. If the project is found to be inconsistent with any goal or policy, the applicant shall provide rationale or evidence of why an exception is warranted.

- I. A written description of the need for the Planned Unit Development (e.g. compatibility with neighborhood, to mitigate environmental impacts, etc.).

## **PLANNED DEVELOPMENT SITE PLAN REQUIREMENT CHECKLIST**

The following list includes all the items you must submit for a complete application. Some specific types of information may not apply to your project. If you are not sure, ask Planning Division Staff. Planning Staff will use a copy of this list to check your application for completeness after it is submitted. If your application is not complete, a copy of the list will be returned to you marked according to the legend.

### **A. Application Checklist:**

- One completed copy of Universal Application form.
- One completed copy of the Environmental Review Checklist (if applicable).
- Preliminary Title Report (including all recorded easements as noted on the site plan). Title Report must be dated no less than 6 months prior to the application filing date.
- The appropriate non-refundable filing fee.

### **B. Site Plan Submittal:**

- One electronic copy of Plan Sets which includes the following information:
- Neighborhood Site Plan showing surrounding development improvements and natural features within 200 feet of the project site.
- Project Site Plan drawn to scale and indicating:
  - Dimensioned property lines, north arrow, and any easements on the site.
  - Points of access, vehicular circulation, location and dimension of parking areas and spaces.
  - Location and any existing structures (specifying building setbacks), including the location and use of the nearest structures on adjacent property, and an indication of structures to be removed.
  - Location of any existing or proposed utilities such as water, wastewater, storm drainage, gas and electric.
  - Location of any proposed structures and use (including building setbacks)
  - Open space and buffer areas (including public and private).
  - Walkways, bicycle facilities (bike lanes, parking racks, etc), and ADA compliance facilities on the project site and providing connections to existing off site facilities.
  - Pedestrian and bicycle connections to adjacent development (pursuant to the City's Community Design Guidelines).
  - Mailbox locations and trash enclosures.
  - Other site features such as outdoor seating areas, recreational facilities.

- Preliminary Grading and Drainage Plan showing:
  - Existing and proposed contours using City datum (cut and fill slopes).
  - Existing drainage characteristics of the site and a proposed preliminary drainage improvements (including drop inlets, detention basins, etc).
  - Creek flow lines and flow directions.
  - Retaining wall locations, materials, and heights.
  - Locations of existing trees (over 8" in trunk diameter at breast height) and their status (species and to be removed or retained as part of the development (including preservation measures, such as fencing, pavers blocks, etc.).
  - Rock outcroppings and other major natural site features.
  - Location and construction of temporary and permanent erosion and sedimentation control measures.
  
- Architectural Plans, including elevations of all sides of the building indicating the form and exterior treatment, overall height, roof materials, proposed exterior mechanical equipment, building lighting, building materials and colors.
  
- Conceptual Landscape Plans indicating general locations of landscaping improvements, including locations of retained trees, newly planted trees, landscape buffers and berms, retaining and/or garden walls and any hardscape areas.
  
- Cross sections: (If the project site has an average cross slope of greater than ten (10) percent). Two or more sectional views of the project, approximately through the middle and at right angles to each other, showing existing and proposed grades and relationship of buildings, parking and landscaping at maturity, including major features and structures on adjacent properties at the most severe grades at two foot intervals.
  
- Exterior Lighting Plan including locations of all light standards and placement of building lighting. This plan shall include power rating details, heights, shielding design and cut sheets lighting designs. Include a photo-metric lighting plan, overlaid onto the project site plan, showing lighting levels across the entire site and at property lines.
  
- Schematic Floor Plan showing interior building layouts, rooms or use areas, square footages of bedrooms, entrances and relationship to exterior use areas.
  
- Signs: General locations of contemplated signage on building or grounds should be included. Additional details, such as sign construction and materials should also be included if available. If a major feature of the project involves signage, then the following additional information should be included in the package:
  - Dimensions and square footage of all signs.
  - Dimensions and square footage of building walls on which signs are located.
  - Means of lighting.
  - Heights of all signs.
  - Message that will appear on each sign.
  - Description of materials and colors for letters and background.
  - A scaled drawing of each sign showing typeface and design details.

- Color Architectural Elevations: One copy reduced to 8 ½" x 11" colored architectural elevations.
- Reduced Site Plan and Architectural Elevations: One copy each reduced 8 ½" x 11".
- Materials Sample Board with colors and textures of exterior architectural materials securely mounted on a maximum 8 ½" x 14" size illustration or poster board.

**C. Optional Items:**

- Site Photographs of the project site, including neighboring development and including a key map of where each photo has been taken.
- Perspective rendering as required by staff, the Development Review Committee, or the Planning Commission.
- Photo Articulation of proposed physical improvements overlaid onto photos of site.