

**CITY OF GUSTINE
ARCHITECTURAL REVIEW
SUBMITTAL REQUIREMENTS AND CHECK LIST**

Applicant/Agent Information

Name: _____
Phone Number: Home: _____ Cell/Fax Number: _____
Email: _____
Address: _____

Property Information

Owner: _____ Address: _____ Gustine, CA 95322
APN: 020-053-016

Zoning: _____
Existing: _____

Lot size (Square Feet): _____

Lot Coverage with Existing and Proposed: _____

Proposed Addition

Describe addition:

APPLICANT'S STATEMENT OF COMPLIANCE WITH SUBMITTAL REQUIREMENT

I, **Representative** _____, have prepared the site plan and provided elevations and photographs of the proposed new construction and have prepared the site plan in accordance with the check list. The setbacks shown on the site plan are correct and any miss statement or incorrect information provide is acknowledged to make the Planning Department Approval or Conditional Approval NULL and VOID.

Print Name: _____
signed application in file _____
Signature of Applicant: _____
Date: _____

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Approval Process

Upon acceptance of a properly completed application and site plan, Planning and Engineering staff will review the proposed project. The Engineering Department will submit comments and proposed conditions of approval to the Planning Department within ten (10) working days of receipt of the site plan.

Provided that no amendments to the site plan are necessary, Planning Department Staff will return a copy of the approved site plan with the conditions of approval to the applicant. At this time the applicant will work with the Engineering and Building Departments for construction and engineering plan approvals.

Site Plan Requirements

All site plans submitted to the City of Gustine for review must meet the following criteria and include the following information:

- Site plans shall be on a sheet of paper no larger than 18x26 inches (3 copies required)
- Street address of property, Assessor Parcel Number
- All plans must be drawn to scale and include a north arrow
- Location, dimensions, setbacks and use of all existing and proposed buildings and structures on subject property. (See table below for setback requirements)
- Width(s) and locations of surrounding streets (Include any other types of right-of-ways, easements, pipelines, conduits, canals, drainage ditches, etc., whether existing or proposed)
- All existing and proposed parking shall be shown on the site plan. Parking requirements are determined based on use.
- All proposed and existing landscaping shall be shown on the site plan.
- Points of vehicular ingress and egress to the site must be shown on the site plan.
- Location, height and proposed construction material for any walls and fences.
- Materials for exterior finish for additions or new construction shall be similar to existing structures or superior in quality to existing structures.
- Elevations shall be provided for new construction and additions along with photographs of existing structures.
- When necessary, street and road dedications shall be made to the City, in a manner prescribed by the City Engineer, for all existing or proposed local, collector and arterial streets or highways.
- Where necessary, developments within the City of Gustine shall provide road or street improvements in accordance with Subdivision Ordinance requirements. Street improvements shall include base and pavement tie to existing payments.
- Obstructions within street right of way shall be removed as specified by the City of Gustine Subdivision Ordinance.
- Curb, gutter and sidewalk shall be constructed as required by the City of Gustine Subdivision Ordinance.
- All access drives, parking areas and vehicle maneuvering areas shall be improved – no dirt or gravel driveways shall be permitted.