



CITY OF ARROYO GRANDE
COMMUNITY DEVELOPMENT DEPARTMENT
VIEWSHED REVIEW

The following list includes all of the items you must submit for a complete application. Some specific types of information may not apply to your particular project and, as noted, some items may only be required in certain circumstances. If you are not sure if a specific requirement applies to your project, please ask the Community Development Staff. A copy of this list will be used 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 with additional requirements noted.

FOR STAFF USE ONLY			
DATE SUBMITTED	DATE DEEMED COMPLETE	CHECKED BY	CASE NUMBER

Applicant	City	REQUIRED ITEMS
<input type="checkbox"/>	<input type="checkbox"/>	1. Completed planning application form.
<input type="checkbox"/>	<input type="checkbox"/>	2. Payment in full of applicable fees for processing the application.
<input type="checkbox"/>	<input type="checkbox"/>	3. Two (2) sets of typed, gummed labels on 8-1/2" x 11" sheets listing the names, addresses, and assessor's parcel number of all property owners within a radius of 300 feet of the exterior boundaries of the subject property.
<input type="checkbox"/>	<input type="checkbox"/>	4. Along with copies of the applicable assessor's parcel map book pages. The following drawings, graphics, or illustrations signed by the architect, drafts person, designer, engineer, or person designing the plans in accordance with all applicable State and City laws.
<input type="checkbox"/>	<input type="checkbox"/>	A. Three (3) blueprints of the plot plan drawn to an engineer's scale (approval necessary for use of scale smaller than 1:30, i.e., 1:40 or 1:50) and folded to 9" x 12" size showing:
<input type="checkbox"/>	<input type="checkbox"/>	1. The address (location) of the project, scale of the illustration, date of preparation and/or revision, and name of the applicant.
<input type="checkbox"/>	<input type="checkbox"/>	2. Dimensioned property lines and building setbacks.
<input type="checkbox"/>	<input type="checkbox"/>	3. Location, name, and width (including required widening) of adjacent streets.
<input type="checkbox"/>	<input type="checkbox"/>	4. Existing and proposed public and private easements.
<input type="checkbox"/>	<input type="checkbox"/>	5. All proposed improvements and existing improvements that will be retained.
<input type="checkbox"/>	<input type="checkbox"/>	6. Access and circulation of pedestrians and vehicles.
<input type="checkbox"/>	<input type="checkbox"/>	7. Location of walls, fences, and exterior lighting structures.
<input type="checkbox"/>	<input type="checkbox"/>	8. Planted areas and outdoor-use areas.
<input type="checkbox"/>	<input type="checkbox"/>	9. Location, type, trunk and canopy diameter, and status (e.g., to be removed, saved, or relocated) of all trees over three inches (3") in diameter.
<input type="checkbox"/>	<input type="checkbox"/>	5. Building height and elevation data for the proposed structure or addition and for existing structures on adjacent and surrounding properties.



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<input type="checkbox"/>	<input type="checkbox"/>	6. Photographs of project site and surrounding views.
<input type="checkbox"/>	<input type="checkbox"/>	7. Cross-sections drawn to a true scale for both vertical and horizontal dimensions, which include adjacent property and structures. The location of the cross-sections shall be keyed to the site plan by labeled section lines.
<input type="checkbox"/>	<input type="checkbox"/>	8. All blueprints submitted shall be collated and stapled on the short end of the plans.
<input type="checkbox"/>	<input type="checkbox"/>	9. Electronic copies of all document submittals in PDF format on USB or CD. Electronic plans shall include one (1) high-quality version for reproduction and one (1) version optimized for web posting.