



City of Fontana
 Community Development Department, Planning Division
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Project Specific Information Required for Director’s Determination applications

SECTION 1: Projects requiring the Director’s Determination of a proposed use

Pursuant to Section 30-4 of the City of Fontana Municipal Code, The Director of Community Development shall have the authority to determine other uses, in addition to those specifically listed in Chapter 30, which may be permitted in each of the various zones when, in his or her judgment supported by specific findings, such other uses are similar to and no more objectionable to the public welfare than those listed, provided that a medical marijuana dispensary shall not be permitted pursuant to Chapter 30.

Provide a detailed description of your proposed use and justification of how your proposed use is consistent with other allowed uses in the zoning district designated for your parcel: _____

Zoning District: _____ Specific Plan: _____ General Plan Land Use Designation: _____

SECTION 2: Projects requiring the Director’s Determination of a proposed amendment of an approved Administrative Site Plan or Design Review applications

Pursuant to Section 30-122 of the City of Fontana Municipal Code, Amendments to an approved design or administrative site plan review shall be approved by the approving body or the Director of Community Development or his/her designee. Upon written request from an applicant, the Director of Community Development shall have the discretion to determine if the proposed amendment will be referred to the approving body for approval or approved administratively. Administratively approved amendments to a design review originally approved by the Planning Commission shall be placed on the Planning Commission agenda under the Manager of Planning report for informational purposes.

Approved Administrative Site Plan No.: _____

Approved Design Review No.: _____

Related Cases: _____

Provide a detailed description of the proposed change: _____

A. Submittal Requirements: If the application is for projects requiring the Director's Determination of a proposed amendment of an approved Administrative Site Plan or Design Review applications, the applicant is required to submit the following items:

One copy of the approved signed and stamped set of plans that shall include the following:

- Site plan
- Elevations
- Floor Plan
- Grading Plan

Proposed site plans (5 copies):

- One colored site plan

The following shall be included on the site plan:

- Name and address of the property owner
- Address/location of the property
- Legal description of the property
- Assessor's Parcel Number(s)
- Identification of adjacent streets by name, alleys or other public property
- The location and dimension of all existing and proposed parking areas
- Any legal easements that cross the property of other pertinent legal features
- A north arrow
- A scale
- Property line and dimensions
- Location, size, and shape of any structures presently on the site
- Location, size, and shape of any proposed structures on the site (include all porches, chimneys, bay windows, roof overhangs, decks, etc.)
- Location, size, and shape of any paved areas
- Dimensions showing the sides, rear, and front setbacks
- Ground elevations and contour lines
- Location of doors and entrances
- Location of contours within 100 feet of site boundaries
- Location of improvements within 100 feet of the site boundaries
- A statistical inventory of the project
- Residential projects shall provide the square footages and percentages of the project area for landscaping, paved areas, coverage by the building (s), etc.
- Parking summary for commercial or industrial projects with number of required spaces, existing spaces, and proposed spaces
- Location of trash area(s) and exterior lighting
- Vicinity map
- Fold plans to approximately 9" x 10" and staple with other required plans
- A copy of the approved Tentative Tract Map that has been stamped approved, signed and dated by the Planning Division (this requirement applies to residential DR applications)

Proposed elevations:

- Five (5) copies
- One regular sized colored copy of each elevation
- Six (6) colored reduced copies of each building elevation
- Fold plans to approximately 9" x 10" and staple with other required plans
- Height of structures
- Roof or side mounted mechanical units and the method of visual screening (parapet equal to height of unit; paint color for sides units)
- All four sides of structures, etc.

Proposed floor plan:

- Five (5) copies of floor plans showing:
 - Window locations
 - Door locations
 - Dimensions and use of each room
 - For residential: include garage dimensions

Proposed grading plan:

- Five (5) copies of a preliminary grading plan showing:
 - Existing and proposed grades
 - Existing and proposed grades within 100 feet
 - Fold plans to approximately 9" x 10" and staple with other required plans

Proposed landscape plan:

- Five (5) copies with name of:
 - Plant species and common name
 - Number of each and spacing
 - Location of each plant
 - Square footage and percent of total site landscaping
 - Square footage and percent of parking lot landscaping
 - Fold plans to approximately 9" x 10" and staple with other required plans

Rendering:

- One (1) colored rendering plus six (6) colored reductions of the rendering

Sample board:

- A sample board with samples of proposed materials is required

Reduction:

- One (1) 8 ½" x 11 reduction of the site plan

Binders:

- Six (6) binders containing the following:
 - Colored reduced site plan
 - Colored elevations (all sides)
 - Examples of exteriors (carriage lighting)
 - Colored example of front door types
 - Reductions of fully dimensions floor plans
 - Color reduction of materials board
 - Decorative walks for each elevation
 - Details of proposed amenities (for mixed-use and multi-family projects)

***Note: All submitted plans shall be collated, folded and stapled as a complete set.**